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Interim System

Release 1.0



User Documentation

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User's Handbook

Chapter 5: Restricted Case Processing



*This chapter
explains how to...*

- Assign a single case serial number
- Assign multiple case serial numbers
- Add a block of previously serialized cases simultaneously
- Establish a block of cases and generate a single accounting advice receipt
- Add action records to a range of cases
- Add general remarks to a range of cases
- Void an existing case
- Generate a mining claim tape
- Perform MMS Data Transfer tasks

5.0 Restricted Case Processing Menu

Restricted Case Processing includes tasks restricted to a few privileged users. There are ten sections or options in this chapter as illustrated in the System Chart. The menu itself identifies the options available, as shown in Figure 1.

Each menu option has its own function and purpose within the restricted Case Processing environment and the overall System.

NOTE:

To use Restricted Case Processing forms, you must have Restricted Case Processing privileges.

```
UTIL505F                                BLM Interim LIS                                14-JUL-92
Restricted Case Processing Menu

-> 1.Assign a Single Serial Number
    2.Assign Single/Multiple Serial Numbers
    3.Add Block of Previously Serialized Cases
    4.Establish Blk of New Cases, Gen Acct Adv
    5.Add Actions to Range of Serial Numbers
    6.Add Gen Rmks to Range of Serial Numbers
    7.Add Gen Rmks to Random Serial Numbers
    8.Void Case
    9.Add Claim Names to Random Serial Numbers
   10.Generate Mining Claims Tape
   11.LIS Main Menu

Option Number:  Option Number:  QXFER:  QXFER:

<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>

Char Mode: Replace Page 1                                Count: *0
```

Figure 1 Restricted Case Processing Menu

[illegible]

This introduction presents an overview of each option within the Restricted Case Processing Menu.

Option 1 - Assign Single Serial Number contains a single page form used to assign a serial number within the System without adding any associated data. The Assign Single Serial Number Form (CASE136F) allows you to enter the geographic state and land office values for a case serial number. The System then generates and displays the serial number for your case.

Option 2 - Assign Multiple Serial Numbers contains a single page form used to assign single or multiple serial numbers, 1 to 9,999, within the System without adding any associated data. The Assign Multiple Serial Numbers Form (CASE135F) allows you to enter the Geo State and Land Office of the case serial number. You also specify the number of serial numbers to generate. The System then generates and displays the range of Serial Numbers generated.

Option 3 - Add Block of Previously Serialized Cases contains a single form, six pages in length, similar to the establish case forms. Use the Add Block of Serialized Cases (CASE148F) to establish data within multiple cases already assigned serial numbers in the System.

Option 4 - Establish Block of New Cases and Generate Accounting Advice contains a six-page form to establish a block of new cases, previously unassigned serial numbers, and continue to generate a single accounting advice receipt for the entire block of cases.

Option 5 - Add Action Records to Range of Serial Numbers contains three pages, including the brief and comprehensive action pages, to add identical action records to a range of cases. All cases must be the same case type.

Option 6 - Add General Remarks to a Range of Serial Numbers contains a single-page to add identical general remarks to a range of serial numbers.

Option 7 - Add General Remarks to Random Serial Numbers contains a two-page form to enter random case serial numbers and add the same general remarks to all of the entered serial numbers.

Option 8 - Void Case contains a single-page form used to void an existing case from the System.

Option 9 - Add Claim Names to Random Serial Numbers contains a single page form to add claim names to mining claim cases when no claim name was entered previously. You may not update an existing claim name using this form.

Option 10 - Generate Mining Claims Tape contains a single-page selection criteria form used to generate tapes of mining claim data from the System database.



To access the options available within Restricted Case Processing, use the NEXT/PREVIOUS RECORD keys to move the cursor vertically through the menu options, type the option number in the Option Number field below the menu, or use the QXFER field and type the Program Name, e.g., Add Actions to Range (CASE153F) where CASE153F identifies the Program Name. Press NEXT FIELD to execute your choice.

If you choose to use the QXFER field, follow the instructions in the message line of the menu to move your cursor into the QXFER field.

Make your selection to continue with Restricted Case Processing tasks.

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5.1 Assign a Single Serial Number (CASE136F)

This form allows you to generate and reserve a single serial number for future use. Use this form to provide a serial number to a customer immediately with the option to enter the case data at a later time. You may generate only one serial number at a time. Use Generate Block of Serial Numbers (CASE135F) if you want to obtain more than one serial number.

On the Assign Single Serial Number Form (CASE136F), complete the Geo State and Land Office fields for the case serial number being generated. The System generates and displays the serial number for your use.

When you select the Assign Single Serial Number option from the Restricted Case Processing Menu, the Assign Single Serial Number Form (CASE136F) appears as shown in Figure 1 with your cursor in the Geo State field of the case serial number.

The screenshot shows a terminal window for the CASE136F form. The title bar at the top contains 'CASE136F' on the left, 'BLM Interim LIS' in the center, and '15-MAY-92' on the right. Below the title bar, the main heading is 'Assign a Single Serial Number'. The form area contains a table with four columns: 'Case Serial Num', 'Geo State', 'Land Ofc', and 'Ser Num'. Each column has a corresponding input field below it. The 'Geo State' field is currently selected, indicated by a cursor. At the bottom of the form, there is a status bar with the text '<Show Keys=KP1> <Exit=Esc X>' and a 'LOU' indicator. Below the status bar, there is a footer bar with 'Char Mode: Replace Page 1' on the left and 'Count: *0' on the right.

Case Serial Num	Geo State	Land Ofc	Ser Num

<Show Keys=KP1> <Exit=Esc X> LOU

Char Mode: Replace Page 1 Count: *0

Figure 1 Assign a Single Serial Number Form - (CASE136F)

Detailed descriptions of the fields on this form and appropriate data precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field descriptions for this form.

Case Ser Num (Case Serial Number) - This group of fields includes the Geo State, Land Ofc, and Serial Number fields. Each land, mineral and mining claim case must have a unique case serial number within the automated systems of the BLM.

NOTE:

LOV ♥

You may access only the Geo State and Land Office fields on the Assign Single Serial Number Form (CASE136F). LOV is available in both fields.



Type the appropriate geographic state abbreviation for the case being generated. Press NEXT FIELD to continue to the Land Office field.

If you attempt to bypass this field, the following message appears in the message line:

ERROR: Mandatory field has not been entered

If you enter an invalid geographic state code, the following message appears in the message line:

ERROR: Invalid Geo State

LOV ♥

Press LOV to obtain an on-line list of valid geographic abbreviations.



Type the land office or mining claim designation beginning on the left side of the Land Office field, leaving unused positions blank.

If you attempt to bypass this field, the following message appears in the message line:

ERROR: Mandatory field has not been entered

WARNING:

When you press NEXT FIELD after typing the land office code, the System generates the serial number. Check the data entered in the Geo State and Land Office fields before pressing NEXT FIELD.

If you need to return to the Geo State field, press PREVIOUS FIELD.



Press NEXT FIELD to generate the serial number.

If you enter an invalid land office code, the following message appears in the message line:

ERROR: Invalid Land Office

LOV ♥

Press LOV to obtain an on-line list of valid land office codes for the entered geographic state.

After you press NEXT FIELD with a valid geographic and land office, the cursor moves into the Geo State field. The System enters the generated serial number in the Serial Number field and the following message appears in the message line:

Serial Number has been generated

With your cursor in the Geo State field of the case serial number, you may now enter another geo state and land office to generate additional serial numbers if desired.



Press EXIT after you have generated your serial number(s), to exit this form and return to the last accessed menu.

This page left intentionally blank.

5.2 Assign Single or Multiple Serial Numbers (CASE135F)

This form allows you to generate and reserve one or a block of serial numbers for future use. Use this form to provide serial numbers to a customer immediately with the option to enter the case data at a later time. You may generate from one to 9,999 serial numbers at one time.

On the Assign Single or Multiple Serial Numbers Form (CASE135F), complete the Geo State and Land Office fields for the case serial numbers being generated. The System generates the serial numbers and displays the range for future use.

CASE135F		BLM Interim LIS		15-MAY-92	
Assign Single or Multiple Serial Numbers					
Case Ser Num		Geo State	Land Ofc		
Enter number of Serial Numbers to Generate					
<Show Keys=KP1> <Exit=Esc X> <Generate Serial Numbers=KP0>					
LOV					
Char Mode: Replace Page 1					
Count: *0					

Figure 1 Assign Multiple Serial Numbers Form - (CASE135F)

When you select the Assign Single or Multiple Serial Numbers option from the Restricted Case Processing Menu, the Assign Single or Multiple Serial Numbers Form (CASE135F) appears as shown in Figure 1 with your cursor appears in the Geo State field of the case serial number.

Detailed descriptions and entry data precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field descriptions for this form.

Case Ser Num (Case Serial Number) - This group of fields includes only the Geo State and Land Ofc fields on the Assign Serial Numbers Form (CASE135F). Each land, mineral and mining claim case must have a unique case serial number within the automated systems of the BLM.

Example:

W	Y	W	_	_	_	6	0	0	4	7	8	_	_	
A	K	F	F	_	_	0	4	3	7	8	4	_	_	
M	T	B	L	M	A	0	0	2	4	7	6	3	_	_

Where the _ denotes a blank space in the case serial number.



Type the appropriate geographic state abbreviation for the serial numbers being generated. Press NEXT FIELD to continue to the Land Office field.

If you enter an invalid geographic state abbreviation, the following message appears in the message line:

ERROR: Invalid Geo State

LOV ♥

If you do not know the appropriate geographic state abbreviation, press LOV to access the on-line list of valid codes.



Type the land office or mining claim designation beginning on the left side of the Land Office field, leaving unused positions blank. Press NEXT FIELD to continue to the Enter Number of Serial Numbers field.

If you attempt to bypass this field without entering a value, the following message appears in the message line:

Field must be entered

If you enter an invalid land office, the following message appears in the message line:

ERROR: Invalid Land Office

LOV ♥

If you do not know the appropriate land office abbreviation, press LOV to access the on-line list of valid codes.

Enter Number of Serial Numbers to Generate -

This four-digit numeric field contains the number of serial numbers to generate with the geo state and land office values you entered. You must enter a number between 1 and 9,999.

When you access this field, the following message appears in the message line:

Press COMMIT to generate these serial numbers.



Type the number of serial numbers you wish to generate. Press COMMIT to generate the numbers.

If you do not enter a number in the Enter Number field, this message appears in the message line:

Field must be entered.

If you enter a number less than one, or an invalid character, one of the following messages appears in the message line:

**ERROR: Must enter a positive number.
Legal characters are 0-9 + and -.**

When you enter a valid number and press COMMIT, the following message appears in the message line:

**Generating Serial Numbers:
AKFF 001547 to AKFF 001647**

Press any function key to acknowledge message.

If you press NEXT FIELD instead of COMMIT, the cursor wraps back to the Geo State field. You may press COMMIT from any of the fields on this form.



Press any function key to acknowledge the serial numbers generated.

Your cursor moves into the Geo State field of the case serial number, and the following appears in the message line:

Serial Numbers Generated. Report Printed.

You may now enter another geographic state and land office to generate another block of serial numbers.



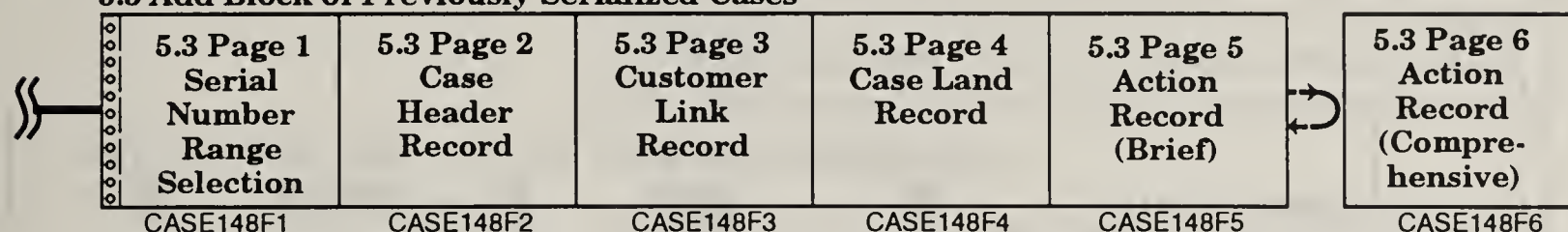
Press EXIT to exit the form and return to the last accessed menu.

A single-page report prints automatically that displays the block of serial numbers generated. Refer to the sample on this page.

5.3 Add Block of Previously Serialized Cases Form (CASE148F - Pages 1 – 6)

The Add Block of Previously Serialized Cases (CASE148F) contains six pages of entry fields for you to add multiple cases within a range of previously serialized (system-generated using one of the assign serial number forms) case serial numbers.

5.3 Add Block of Previously Serialized Cases



WARNING:

You cannot enter mining claim cases using this form. Use the Establish Block of New Cases and Generate Accounting Advice form (CASE155F).

When establishing new cases, you must have, at a minimum for each case, data to complete the following fields explained within this section:

Case Serial Number(s)
Case Type
Customer ID
Interest Relationship
Mer/Twp/Rng/Sec or Cnty/Bor
Action Date
Action Code

When you access the Add Block of Previously Serialized Cases (CASE148F) to enter multiple cases into the System, the first page of this six-page form (see Figure 1) appears with your cursor in the Geo State field of the lower limit case serial number. This form is identical in format and entry to the Establish Block of New Cases and Generate Accounting Advice form (CASE155F) with the exceptions detailed in this section of the documentation. All pages following the first page of this form are identical in format and function to pages 2–6 of the Establish Block of New Cases form (CASE155F) documentation for field by field entry instructions.

CASE148F	BLM Interim LIS	13-JUL-92
Add Block of Previously Serialized Cases - Serial Number Range Selection		
Enter in the desired Case Serial Number range:		
[Lower Limit	<div style="display: flex; justify-content: space-around;"> Geo State Land Ofc Prefix Ser Num Suffix </div> <div style="display: flex; justify-content: space-around;"> <div style="width: 40px; height: 15px; background-color: black;"></div> <div style="width: 40px; height: 15px; background-color: black;"></div> <div style="width: 20px; height: 15px; background-color: black;"></div> <div style="width: 40px; height: 15px; background-color: black;"></div> <div style="width: 40px; height: 15px; background-color: black;"></div> </div>]
--And--		
[Upper Limit	<div style="display: flex; justify-content: space-around;"> Geo State Land Ofc Prefix Ser Num Suffix </div> <div style="display: flex; justify-content: space-around;"> <div style="width: 40px; height: 15px; background-color: black;"></div> <div style="width: 40px; height: 15px; background-color: black;"></div> <div style="width: 20px; height: 15px; background-color: black;"></div> <div style="width: 40px; height: 15px; background-color: black;"></div> <div style="width: 40px; height: 15px; background-color: black;"></div> </div>]
<div style="display: flex; justify-content: space-between;"> <Show Keys=KP1> <Exit=Esc X> </div>		
<div style="display: flex; justify-content: space-between;"> Char Mode: Replace Page 1 Count: *0 </div>		

Figure 1 Add a Block of Previously Serialized Cases Form - (Case 148F - Page 1)

The differences between generating one or more cases using the Establish Block of New Cases Form (CASE155F) and the Add Block of Previously Serialized Cases (CASE148F) are as follows:

- You cannot enter money action records, money amounts, and generate an accounting advice. To generate and accounting advice, create the case file, then access the Random (CASE162F) or Block (CASE143F) accounting advice forms to enter money action records and generate a receipt for the cases created.
- You commit each case in the range separately, allowing for data changes, e.g., to case land records, from one case to the next.
- You cannot generate new case serial numbers using this form. Use the Establish Block of New Cases form (CASE155F) to create new case serial numbers and enter case data.

- Once you commit the first case in your range, you cannot access the Add/Delete Customer Form (CUST100F) from the Customer Record Page (CASE148F - Page 3) to add a new customer. If you attempt to access the customer form (CUST100F), the following message appears in the message line:

**Can't call form with records reserved
for update**

When you access the Add Block of Previously Serialized Cases Form (CASE148F) you must enter the range of case serial numbers prior to entering associated case data. The System does not assign a case serial number when you use this form.



Type the lower and upper limits of your previously serialized case serial numbers.

If you enter an invalid geographic state code, the following message appears in the message line:

ERROR: Invalid geo state

LOV ♥

Press LOV to obtain an on-line list of valid geographic state abbreviations.

If you enter an invalid land office, the following message appears in the message line:

ERROR: Invalid land office

LOV ♥

Press LOV to obtain an on-line list of valid land office codes for the entered geographic state.

When you access the upper limit, the geo state and land office carry over from the lower limit fields.

If you enter the higher number in the lower limit fields, only the highest case serial number will be saved when you commit with entered data.

If you enter an invalid range that contains established cases, the following message appears in the message line:

**ERROR: Invalid range,
duplicate Serial Numbers in Case Table**

If you enter a range that exceeds the last generated case serial number, the following message appears in the message line:

**ERROR: Serial Number range must be
less than last generated number**

When you enter a valid case serial numbers range to add case data, the cursor moves into the Case Type field on page 2.

LOV ♥

Press LOV to obtain an on-line list of valid geographic state abbreviations.

NOTE:

Your serial number, unless it is a suffixed case of an existing case, must be created prior to accessing this form. Refer to the Assign Serial Number forms (CASE135F and CASE136F). If you do not have a previously serialized range of case serial numbers, use the Establish Block of New Cases Form (CASE155F) to create your cases.

Each page within Add Block of Previously Serialized Cases Form (CASE148F) constitutes a record stored within the case file, i.e., the Case Header Record page provides the case header information, just as when establishing a case using CASE155F.

When you access a page within the Add Block of Previously Serialized Cases Form (CASE148F), the range of case serial numbers and the current case serial number are carried forward from the previous page. Press CLEAR RECORD to clear the page of any data you entered to return to the previous page.



Press EXIT to exit the form and cancel your data input.

WARNING:

You must commit each case file individually. Only those cases committed prior to exiting will contain case data in the System.

Detailed descriptions of the fields and entry data for this form correspond to the entry instructions for each field within the Establish Block of New Cases Form (CASE155F), section 5.4, documentation. The *Interim System Reference Guide* contains additional field descriptions as well.

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5.4 Establish Block of New Cases and Generate Accounting Advice (CASE155F) Introduction

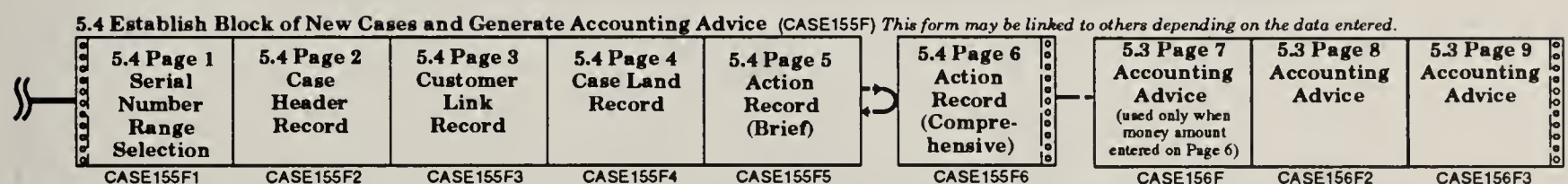
This form establishes one or more cases and generates a single accounting advice receipt regardless of the number of cases established.

The Establish Block of New Cases (CASE155F) form requires a minimum amount of information to establish the specified number of cases. This information includes:

Geo State (Case Ser Num)
Land Office (Case Ser Num)
Case Type
Customer ID
Mer/Twp/Rng/Sec
Action Date
Action Code

When you access the Establish Block of New Cases and Generate Accounting Advice (CASE155F) form, the first page of a nine-page form (including the accounting advice Case156F) appears on the screen. Each page constitutes a record in each case file, e.g., the case header record page contains the information stored in the case header record of the case file.

This form consists of CASE155f used to establish one or more cases and CASE156F used to generate and print an associated accounting advice receipt.



WARNING:

The System does not save any of your case data if you attempt to exit this form prior to entering all required data and pressing COMMIT.

This page intentionally left blank.

5.4 Establish Block of New Cases and Generate Accounting Advice (CASE155F – Page 1)

The first page of the Establish Block of New Cases and Generate Accounting Advice Form (CASE155F) contains the serial number range selection information to establish multiple cases and generate an accounting advice receipt.

When you select the Establish Block of New Cases and Generate Accounting Advice option from the Restricted Case Processing Menu, the first page of the Establish Block of New Cases and Generate Accounting Advice (CASE155F) form appears as shown in Figure 1, with your cursor in the Geo State field.

CASE155F BLM Interim LIS **13-JUL-92**
Establish Block of New Cases - Serial Number Range Selection

Enter in the desired Geo State and Land Office:

Geo State Land Ofc

Enter in the desired number of Serial Numbers needed:

<Show Keys=KP1> <Exit=Esc X> LOU

Char Mode: Replace Page 1 Count: *0

Figure 1 - Establish Block of New Cases and Generate Accounting Advice (CASE155F - Page 1)

Detailed descriptions of each field on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field descriptions for this page.

DE 2911
Or...
LOV ♥

Geo State - This two-character field identifies the geographic state in which the case occurs. The first two positions in Data Element 2911 or LOV on your keyboard identify codes available for this field. This field requires the same abbreviation for each land, mineral and mining claim case.



Type the appropriate geo state abbreviation. Press **NEXT FIELD** to continue to the Land Office field.

If you enter an invalid geo state, the following message appears in the message line:

ERROR: Invalid Geo State

LOV ♥

Press LOV to obtain an on-line list of valid geo state abbreviations.

DE 2911
Or...
LOV ♥

Land Office - This four-character field within the case serial number identifies the land office in which the case land, mineral or mining claim case exists. Mining claims designations replace the land office for mining claim cases. Data Element 2911, positions 3 through 6 of Argument, and LOV contain valid land office designations for the geo state entered.



Type the land office or mining claim designation beginning on the left side of the Land Office field, leaving unused positions blank. Press **NEXT FIELD** to continue to the Number of Serial Numbers field.

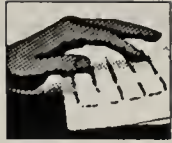
If you enter an invalid land office code, the following message appears in the message line:

ERROR: Invalid Land Office

LOV ♥

Press LOV to obtain an on-line list of valid land office codes for the entered geo state.

Number of Serial Numbers - This two-digit field specifies the number of cases you want to create using the Establish Block of New Cases and Generate Accounting Advice Form (CASE155F). You may enter any number from 1 to 99.



Type the number of cases you want to create. Press NEXT FIELD to continue to the Case Type field on Page 2.

If you enter an invalid number, one of the following messages appears in the message line:

Must be in range 1 to 99

Legal characters are 0-9 + and -

Once you complete the fields on page one with valid data, the cursor moves into the Case Type field on page two of the Establish Block of New Cases Form (CASE155F).

This page intentionally left blank.

5.4 Case Header Record Page (CASE155F - Page 2)

The Case Header Record Page (CASE155F - Page 2) is the second page of the Establish Block Form (CASE1550F), illustrated in Figure 2.

When you access the Case Header Record Page (CASE155F - Page 2), the cursor appears in the Case Type field.

This page allows you to enter the case type, claim name (if applicable), and acres information for the case or cases being established.

CASE155F		BLM Interim LIS			13-JUL-92	
Establish Block of New Cases - Case Header Record						
Current Ser Num:		Geo State	Land Ofc	Prefix	Ser Num	Suffix
		AK	FF			
Serial Num Range:				To		
Case Type						
Claim Name						
Dstrb Acres						
Case Acres						
<Show Keys=KP1> <Exit=Esc X> LOU						
Char Mode: Replace Page 2 Count: *0						

Figure 2 Case Header Record Page - (CASE155F - Page 2)

NOTE:

If you are entering multiple mining claim cases, use the Add Claim Name Form (CASE159F) to enter individual claim names on each case after establishing them using CASE155F.

DE 2961
or...
LOV ♥

Case Type - This mandatory six-digit numeric field contains the case type code identifying the type of case. Data Element 2961 and LOV provide a list of valid case type codes. At present, the first two digits of the code refer to Title 43, Code of Federal Regulations (CFR).

If the case citation is not covered by a specific case type code, use the nearest case type ending in 99. This action requires subsequent code correction when a more accurate or appropriate case type is defined or identified.

NOTE:

If the case type you need is in Data Element 2961 but not in LOV, contact your Data Administrator or Supervisor.



Type the appropriate case type code. Press NEXT FIELD to continue to the Claim Name or Case Acres field, depending upon the case type entered.

Example:

Case Type Code	Function
262000	STATE GRANT
262009	OR - IL SELECTION
262099	TO BE DEFINED

If you enter an invalid case type, the following message appears in the message line:

ERROR: Invalid Case Type code

If you do not know the appropriate case type code for your case, press LOV to access an on-line list of valid codes.

LOV ♥

When you access the Case Type LOV screen, Figure 4, your cursor appears in the first record of the Code (Case Type Code) column.

DICT102F		BLM Interim LIS	03-JAN-91
		Case Type (2961)	
Code	Description	Legal	
000000	PUBLIC LAND (NO ACTION)	SYSTEM ASSUMES ALL LAND ORIGINALLY OWNED	
000001	AREA-ORIGINAL 13 STATES	PRESENT AREA ORIGINAL THIRTEEN STATES	
000002	NORTHWEST TERRITORY	CESSIONS TO THE UNITED STATES FROM THE	
000003	NORTH CAROLINA-TENNESSEE	CESSION TO THE UNITED STATES ON	
000004	LOUISIANA PURCHASE-1803	PURCHASED FROM FRANCE ON APRIL 30, 1803	
000005	RED RIVER-1818	CEDED BY GREAT BRITAIN BY CONVENTION OF	
000006	FLORIDA-1822	TREATY WITH SPAIN ON FEBRUARY 22, 1819	
000007	TEXAS-1845	REPUBLIC OF TEXAS RECOGNIZED AND ANNEXED	
000008	OREGON COMPROMISE-1846	OREGON COMPROMISE WITH GREAT BRITAIN ON	
000009	TREATY WITH MEXICO-1848	TREATY WITH MEXICO ON FEBRUARY 2, 1848	
<Show Keys=F1> <Exit=Shift-F10>			
v Char Mode: Replace Page 1		Count: 10	

Figure 4 Case Type LOV Screen

There are three fields in the Case Type LOV screen, Code (Case Type Code), Description (Case Type code description), Legal (legal explanation of the Case Type code). Use the NEXT/PREVIOUS RECORD keys or the NEXT/PREVIOUS SET keys to scroll through the available options.

You may also ENTER and EXECUTE a query within the Case Type LOV screen.

Press the ENTER QUERY key on your keyboard to clear the fields and place the cursor in the code field. Note that the words ENTER QUERY appear in the status line across the bottom of the screen.

Use the NEXT FIELD key to move the cursor from one field to the next.

Type your query parameters, using the wildcard character, %, as needed.

Press the EXECUTE QUERY key to query the database for data matching the parameters you entered.

LOV Example:

Code	Description	Legal
3841%		

Type 3841%, designating the first four numbers for a mining claim case type, in the Code field.

Press the EXECUTE QUERY key to query the database for matching responses within these fields.

Use the NEXT/PREVIOUS RECORD and NEXT PREVIOUS SET keys to scroll through the values returned in response to your query.

Note that only one line of legal test appears for each case type. Refer to Data Element 2961 for additional legal descriptions.

Press NEXT FIELD to retrieve the selected code.

Press EXIT to quit the LOV screen without retrieving any of the displayed values.

Depending upon the case type entered, the cursor moves into the Claim Name field, Dstrb Acres field, or the Case Acres field. If the case type identifies a Mining Claim, 384 case type, the cursor moves into the Claim Name field. If the case type does not identify the case as a 384 case, the cursor skips these two fields and moves into the Case Acres field. For 3802/3809 Surface Management case types, you may press PREVIOUS FIELD to access the Disturbed Acres field.



Claim Name - This 40-character alphanumeric field for mining claim cases contains the claim name associated with a particular mining claim case (Case Type 384). The System automatically skips this field for all other case types.



Type the claim name in the space provided. Press NEXT FIELD to continue to the Customer ID field on page 3.

Dstrb Acres (Disturbed Acres) - This optional 13-digit field identifies the number of acres actually disturbed by exploration, prospecting, development or mining operations in a Surface Management Plan or Notice within the total case acres. Only case types 3802/3809 use the Disturbed Acres field. The System automatically skips this field for all other case types. The first nine digits contain the "whole" number of acres disturbed. The following four digits contain the decimal portion of the disturbed acres.



Type the whole number of acres disturbed beginning on the left side of the field, leaving unused positions blank. Press NEXT FIELD to continue to the decimal portion. Type the decimal portion, if any, of the acres disturbed beginning on the left side of the field, leaving unused positions blank. Press NEXT FIELD to continue to the Case Acres field.

If you enter an invalid character or number, one of the following messages appears in the message line:

Legal characters are 0-9 + and -
Must be in range 0 to ...

Case Acres - This optional 13-digit field specifies the total acreage for the case. The first nine digits contain the whole number of case acres. The second four digits contain the decimal portion of the case acres.



Type the whole number of case acres beginning on the left side of the field, leaving unused positions blank. Press NEXT FIELD to continue to the decimal portion. Type the decimal portion, if any, of the case acres beginning on the left side of the field, leaving unused positions blank. Press NEXT FIELD to continue to the Customer ID field on the Customer Record Page (CASE155F - Page 3).

This page intentionally left blank.

5.4 Customer Record Page (CASE155F - Page 3)

The Customer Record Page (CASE155F - Page 3) is the third page of the Establish Block of New Cases and Generate Accounting Advice Form (CASE155F), illustrated in Figure 4.

NOTE:

When establishing a new case, the customer(s) you enter on the Customer Record Page (CASE100F - Page 2) must exist in the database. Use LOV on the Customer ID field to query your customer's name. If the customer is not in the database, press NEXT FIELD on the blank Customer ID field to access the Add/Delete Customer Form (CUST100F) documentation for instructions on how to add a customer. When you exit the CUST100F form, the cursor returns to the Customer Record page to continue establishing the case(s).

CASE155F		BLM Interim LIS				13-JUL-92	
Establish Block of New Cases - Customer Link Record							
Case Ser Num:		Geo State	Land Ofc	Prefix	Ser Num	Suffix	
		AK	FF				
		Customer ID					
Name Num							
Address Num							
Int Rel			Pct Int				
<Show Keys=KP1> <Exit=Esc X> <Add Another Record=KP6> LOV							
Char Mode: Replace Page 3 Count: *0							

Figure 4 Establish Case Form - (CASE155F - Page 3)

When you access the Customer Record Page (CASE155F - Page 3), the cursor appears in the Customer ID field. The geo state and the land office codes that you entered on appear in the Case Serial Number field group across the top of the page.

NOTE:

Press CLEAR RECORD to clear data from the current page and press PREVIOUS FIELD to return to the Case Header. If you want to retain the data entered on this page, do not press CLEAR RECORD, but complete all required fields .

Detailed field descriptions and input data for the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field descriptions.

Cust ID (Customer Identification) - This mandatory nine-digit numeric field contains a unique ID number representing a specific BLM customer. Each customer receives a permanent ID within the Customer database. Each customer ID may have multiple names (Name Numbers) and addresses (Address Numbers) associated with it.



Type the customer ID beginning on the left side of the field, leaving unused positions blank. Press NEXT FIELD to continue to the Name Num field.

The System automatically completes the Name Number and Address Number fields, defaulting to the first name and address numbers (001) from the Customer database associated with the customer ID entered. You may change the name and address numbers and retrieve additional names and addresses associated with the Customer ID in the name and address number fields.

If you enter an invalid or non-existent customer ID, the following message appears in the message line:

**ERROR: Customer must exist in
Customer database.**

If you receive the above error message, check to verify that you typed the customer ID correctly. Otherwise, follow your office procedures for adding customers to the database before proceeding with your case entry.

WARNING:

Your customer(s) must exist in the customer database prior to establishing a case.

If you know the customer's name, but do not know the appropriate customer ID, press LOV while the cursor is in the Customer ID field to obtain an on-line query screen to search the database by customer name, name number or a portion of the customer ID.

LOV ♥

When you access the customer LOV screen, Figure 5 appears with your cursor in the Customer ID field.

The screenshot displays a terminal window titled "DICT138F" with a subtitle "BLM Interim LIS Customer Information" and a date stamp "14-APR-92". The main area contains five input fields: "Cust Id", "Name Num", "Cust Name", "Addr Num", and "Cust Address". Below these fields is a line of navigation instructions: "<Scroll Addresses=Esc B> <Select Current Value=Tab> <Exit=Esc X>". At the bottom, a status bar provides additional instructions: "Enter a query; press KP8 to execute, Esc X to cancel.", "Char Mode: Replace Page 1 ENTER QUERY", and "Count: *0".

Figure 5 Customer LOV Screen (DICT138F)

You may query on the customer ID, or a portion thereof, the name number, the customer name, or a portion thereof, or a combination of one or more of these options.

Press the NEXT FIELD key to move from the Customer ID field to the Name Number field and the Customer Name field. Until you enter a value in one of these three fields, or press EXECUTE QUERY, your cursor continues to move from field to field when you press the NEXT/PREVIOUS FIELD keys.

Spell the name as accurately as possible. Use the wildcard character, %, to broaden your query of the database as shown in this example.

LOV Example:

You know that information about your customer, "International Drilling Corporation" is in the database, but you do not know the Customer ID. To obtain the Customer ID, type the corporation's entire name (i.e., spelled the same as in the database) in the Customer Name field and press EXECUTE QUERY. If you are not sure exactly how the corporation is listed in the database, type a portion of the name and the wildcard character, %, anywhere within the name:

INTERNATIONAL DRILLING CORPORATION
or **INTERNATIONAL DRILLING CO%**
or **%NATIONAL DRILLING%**
or **%DRILLING%CORP%**
etc...

The wildcard character represents any and all characters (including blanks) that could fit into the unspecified section(s) of the queried field.

Type the customer's name beginning on the left side of the field provided, leaving unused positions blank. Press EXECUTE QUERY to query the System.

The more complete the customer name, the more likely the database will locate the customer quickly and retrieve the correct Customer ID. If you use more than one or two wildcard characters (the more incomplete the customer name), your query may return an excess of customers. If the database answers your query with more than one customer name and customer ID, use the NEXT/PREVIOUS RECORD keys to scroll through the names until you find the correct customer name and customer ID.

Within the Customer LOV screen the System also retrieves the Address Number and Customer Address information for visual verification.

When you locate the appropriate customer ID and customer name, press NEXT BLOCK to access the Address Number field. Use the NEXT/PREVIOUS RECORD keys to scroll through multiple addresses associated with the current Customer ID.

Press NEXT FIELD to retrieve the selected customer.

Press EXIT to exit the Customer LOV screen without retrieving any value.

Name Num (Name Number) - This mandatory three-digit numeric field identifies a specific customer name with the customer ID.

Although each customer receives a unique customer ID in the System, there may be several names associated with any one customer. If there are several names associated with one customer, each name receives a unique name number within the customer ID.

Example:

Shell Oil Company has the name number 001 within the customer ID 000074362. Shell Oil Exploration has name number 002 within the same customer ID. Both would have the same customer ID and both have the same address.

When you enter a customer ID the customer Name Number field automatically defaults to 001 or the first name number in the record.



Press NEXT FIELD to accept the default name number automatically retrieved by the System or the value retrieved from the Customer LOV screen.

To enter a different name number, press **CLEAR FIELD** to clear the current value from the field.



Type the name number beginning on the left side of the field provided, leaving unused positions blank. Press **NEXT FIELD** to continue to the Address Number field.

If you enter a name number that does not exist for this Customer ID, the following message appears in the message line:

ERROR: Customer Name Number must exist
for customer

If you do not know the correct name number, press LOV to obtain an on-line list of valid name numbers for the current customer ID.

LOV ♥

When you press LOV the Customer Name LOV screen appears with your cursor in the Customer ID field as shown in Figure 6.

DICT139F	BLM Interim LIS	14-APR-92
Customer Name Information		
CUST ID	NAME NUM	CUST NAME
000059489	001	H 73-15
<Select Current Value=Tab> <Exit=Esc X>		

v Char Mode: Replace Page 1 Count: 1

Figure 6 Customer Name LOV Screen

The Customer Name LOV screen displays the initial name number 001 and the associated customer name. Use the PREVIOUS/NEXT RECORD keys to scroll through the existing names for the current customer ID.

You may also query on the name number and customer name within this LOV screen. However, this is not necessary unless there are too many names to scroll through easily.

To query within the Customer Name LOV screen, press ENTER QUERY.

The customer ID remains in the Customer ID field while the Name Number and Customer Name fields clear for you to enter the selection criteria.

Press the NEXT FIELD key to move into the Name Number and Customer Name fields. Until you press EXECUTE QUERY, the NEXT FIELD key continues to move the cursor from field to field.

Type your query in the Name Number field, Customer Name field or both. Use the wildcard character, %, to broaden your query as needed. Refer to the example below.

LOV Example:

Cust ID	Name Num	Cust Name
000023456		%EDNA%

Press EXECUTE QUERY to retrieve all records within the current Customer ID that match the query parameters.

Use the NEXT/PREVIOUS RECORD keys to view the name number values associated with the Customer ID.

Press NEXT FIELD to retrieve the selected name.

Press EXIT to exit the Customer Name LOV screen without retrieving any of the displayed values.

Addr Num (Address Number) - This mandatory three-digit numeric field associates the address information to the customer ID using a sequential number (i.e., 001, 002, 003, etc...) generated by the System for each address entered into the Customer database. Each address number is associated directly to the customer ID, not the customer name. The second portion of this field contains the complete street/ mailing address tied to the current Address Number as it appears in the database.

With the default address number, 001, in the Address Number field, either accept the value, query through the LOV screen for additional values within this Customer ID or type a new Address Number.

Press NEXT FIELD to accept the current value in the Address Number field.

To enter a different address number, press CLEAR FIELD to clear the current value from the field.



Type the address number beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue to the Interest Relationship field.

If you enter an address number that does not exist in the database for this customer, the following message appears in the message line:

**ERROR: Customer Address Number
must exist for customer.**

If you do not know the correct address number, press LOV to obtain an on-line list of valid address numbers and their associated addresses for the current customer ID.

LOV ♥

When you press LOV, the Customer Address LOV screen appears with your cursor in the Customer ID field. See Figure 7.

The Customer Address LOV screen displays the initial address number, 001, and the associated customer address. Use the PREVIOUS RECORD/NEXT RECORD keys to scroll through the existing address numbers and their associated customer addresses.

You may also query on the address number and/or any portion of the address itself.

To query within the Address Number LOV screen, press ENTER QUERY.

The Address Number and Customer Address fields clear, while the Customer ID field retains the value you entered on the form.

The screenshot shows a terminal window titled "DICT140F" with a date stamp "14-APR-92" in the top right corner. The main title is "BLM Interim LIS Customer Address Information". The screen displays a table with three columns: "CUST ID", "ADDR NUM", and "CUST ADDRESS". The first row shows "000000001" under CUST ID, "001" under ADDR NUM, and "GENERAL DELIVERY" under CUST ADDRESS. Below this, the text "PEDRO BAY" is visible, followed by a partially obscured address "111 79647". At the bottom of the screen, there is a status bar with the text "<Select Current Value=Tab> <Exit=Esc X>" and a footer showing "v Char Mode: Replace Page 1" and "Count: 1".

CUST ID	ADDR NUM	CUST ADDRESS
000000001	001	GENERAL DELIVERY
		PEDRO BAY
		111 79647

Figure 7 Customer Address LOV Screen (DICT140F)

*Press the **NEXT FIELD** key to move from one field to the next. When the cursor is in the Customer Address field, use the **NEXT FIELD** key to move through the lines of the address, city, state and zip code.*

Type your query parameters in any of the available fields, using the wildcard character, %, as needed to broaden your search.

*Press the **EXECUTE QUERY** key to retrieve the address records within the current Customer ID that match the query parameters.*

*Use the **NEXT RECORD / PREVIOUS RECORD** keys to view the address number values retrieved.*

*Press **NEXT FIELD** to retrieve the selected address.*

*Press **EXIT** to exit the Customer LOV screen without returning any value.*



Press **NEXT FIELD to continue to the Interest Relationship field.**

DE 3136
Or...
LOV ♥

Int Rel (Interest Relationship) - This two-digit numeric field establishes the customer's interest in or relationship to the case (e.g., applicant, owner, lessee, designated operator, etc...) using the codes identified by the BLM. Data Element 3136 and the LOV screen contain valid interest relationship codes.



Type the interest relationship code. Press **NEXT FIELD** to continue to the Percent Interest field. The System automatically completes the second field with the description of the interest relationship code.

If you attempt to bypass this field, the following message appears in the message line:

Field must be entered

If you enter an invalid interest relationship code, the following message appears in the message line:

ERROR: Invalid Interest Relationship

Press **LOV** to obtain an on-line list of valid interest relationship codes.

LOV ♥

When you access the interest Relationship LOV screen, all valid interest Relationship codes appear in the Code field with a corresponding description in the Description field. See Figure 8.

*Use the **NEXT / PREVIOUS RECORD** and **NEXT / PREVIOUS SET** keys to move the cursor vertically through the Interest Relationship values.*

*You may also query for a particular interest relationship. Press **ENTER QUERY** to clear the fields. Use the **NEXT FIELD** key to move between the two fields.*

BLM Interim LIS		14-APR-92
Interest Relationship (3136)		
Code	Description	
01	APPLICANT	
02	ENTRYMAN	
03	CO-OWNER	
04	PARTNER	
05	TRUSTEE	
06	HEIR	
07	DEVISEE	
08	ASSIGNEE	
09	OVERRIDING ROYALTY	
10	DESIGNATED OPERATOR	

<Show Keys=KP1> <Exit=Esc X>

Char Mode: Replace Page 1 Count: 18

Figure 9 Interest Relationship LOV Screen (DICT113F)

Type your query parameters in either field, using the wildcard character, %, as needed.

LOV Example:

Press **ENTER QUERY**.

Use the **NEXT FIELD** key to move the cursor to the Description field.

Type **L%** in the Description field.

Code	Description
	L%

Press **EXECUTE QUERY**.

All codes with a description beginning with **L** and their corresponding descriptions appear in the fields.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys to move the cursor vertically.

Press **NEXT FIELD** to retrieve the selected code.

Press **EXIT** to exit the Interest Relationship LOV screen without retrieving any of the displayed values.



Press **NEXT FIELD** to continue to the Percent Interest field.

Pct Int (Percent Interest) - This optional 12-digit numeric field contains the percentage of interest the customer has in the case, related to the interest relationship noted for the customer. When there are multiple customers for a case, enter a percentage for each. The value you type for percent interest must be in the range of zero to 100. If the percentage is not a whole number, type a decimal point, then add the decimal portion of the percent interest.

Example:

Type 36 . 75 for 36 3/4 % interest in the case.



Type the percent interest, if appropriate, beginning on the left side of the field provided, leaving unused positions blank.

If you enter an invalid value, one of the following messages appears in the message line:

Must be in range 0 to 100

Legal characters are 0-9 - + E

NOTE:

Before you press NEXT FIELD after entering the percent interest for this customer, you may add additional customers to the case and edit customers already entered.



To add another customer to this case, press CREATE RECORD. The fields blank for entry and your cursor moves into the Customer ID field. Follow the instructions given previously for each field when entering additional customers.



To change a customer record already entered, use NEXT/PREVIOUS RECORD to move the cursor to the beginning of the record you wish to change. Press the INSERT/REPLACE key, if you are not currently in the default Replace mode indicated in the status line at the bottom of the form:

Char Mode: Replace

Type the new entry directly over the old entry to replace the old entry with the new entry.

If you incorrectly enter a customer, you can remove the record by deleting the record.



To delete an existing record, use the NEXT /PREVIOUS RECORD keys to place the cursor at the beginning of the record you wish to delete. Press the DELETE RECORD or CLEAR RECORD key on your keyboard. The System deletes the entry in which the cursor resides.

WARNING:

If you enter the same customer ID twice, the following message appears when you commit:

ERROR: Duplicate Customer Record

The cursor returns to the Customer ID field and the commit is interrupted.

When you complete your edits to the Customer data for the Case displayed, press the NEXT FIELD key in the Percent Interest field to continue to the Meridian field of the Case Land Record Page of the Establish Case Form (CASE100F - Page 3).

This page intentionally left blank.

5.4 Case Land Record Page (CASE155F - Page 4)

The Case Land Record Page (CASE155F - Page 4) is the fourth page of the Establish Block of New Cases and Generate Accounting Advice (CASE155F).

When you access the Case Land Record page (CASE155F - page 4), Figure 9 appears with your cursor in the Meridian field.

The geo state and land office carry forward from the previous page into the case serial number block at the top of the page.

Use the Case Land Record Page (CASE155F - Page 4) to enter all case land information and related survey data.

CASE155F		BLM Interim LIS				13-JUL-92			
Establish Block of New Cases - Case Land Record									
Case Ser Num:		Geo State	Land Ofc	Prefix	Ser Num	Suffix			
		AK	FF						
Land Num		Survey							
00001									
Mer	Twn	Rng	Sec	Type	Num	Dir	Frac	Suff	Aliquot
or									
Geo St Cnty/Bor									Free Format
AK									
Row Width		Sq Ft	Case Land Acres						
DO	RA	NR	Adm Agcy	ANCSA Code	Ofc Code	Emp Int			
<Show Keys=KP1> <Exit=Esc X> <Add Another Record=KP6>									LOV
Char Mode: Replace Page 4									
Count: *0									

Figure 9 Case Land Record Page (CASE155F - Page 4)

NOTE:

Press CLEAR RECORD to clear the data from the current page without saving the entered data. Press PREVIOUS FIELD or PREVIOUS PAGE to return to the previous page.

If you want to retain the data entered on this page, you must first complete all required fields and do not press CLEAR RECORD.

Detailed field descriptions and entry information for the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field descriptions.

Land Num (Land Number) - The System sequentially assigns this five-digit number to each case land record entered for a case. The System automatically creates the new land number when you access this page. When entering a new case, the cursor skips over this field. You cannot return to the Land Number field to change the number.

Example:

Using the Case Land Record Page (CASE100F - Page 3), the information entered on the page becomes land number 001 for a new case. Enter the appropriate meridian, township, range and section information, as well as associated survey type, survey number, direction, fraction, suffix, aliquot part, free format, district office, resource area and case land acres information as needed. The land number associates this information to the case serial number.

Below the Land Num field, there are two groups of fields on the left side. One group contains four fields for meridian, township, range and section data. The other group contains two fields for geographic state and county/borough data. The System enters the geo state (geographic state) abbreviation based on the Geo State field in the case serial number.

NOTE:

If the case you are working with is in a state covered by the Public Land Survey System (PLSS), enter data into the first group of four fields (Meridian, Township, Range and Section).

If you enter data into these four fields, the System automatically completes the Geo St (Geographic State) and Cnty/Bor (County/Borough) fields from data maintained in the Legal Land Description (LLD) database.

If the case you are working with is a non-PLSS state, press NEXT FIELD in the Mer field. The cursor automatically skips over the first group of fields (Meridian, Township, Range and Section), as well as the Geo St field in the second group and moves to the Cnty/Bor field.

The Meridian, Township, Range and Section fields define the location of the case land acres described in the land record you are entering (see MTRS diagram). For each PLSS-defined area, there is a Principal Meridian and a base line to mark the initial point for recording meridian, township, range and section data. A base line is a line starting at the initial point and extending east and west. A principal meridian is a line starting at the initial point and extending north and south; principal meridians are usually referred to simply as meridians in the PLSS. Townships (tiers) lie north and south of the base line at six-mile intervals; and ranges lie east and west of the principal meridian at six-mile intervals. To identify a parcel of land, you must first count the number of tiers (townships) north or south of the base line and then count the number of ranges east or west of the principal meridian.

Public Land Survey System (PLSS) States:

Alabama	Illinois	Missouri	Oregon
Alaska	Indiana	Montana	South Dakota
Arizona	Iowa	Nebraska	Utah
Arkansas	Kansas	Nevada	Washington
California	Louisiana	New Mexico	Wisconsin
Colorado	Michigan	North Dakota	Wyoming
Florida	Minnesota	Ohio	
Idaho	Mississippi	Oklahoma	

Non-PLSS States:

Connecticut	Maryland	North Carolina	Texas
Delaware	Massachusetts	Pennsylvania	Vermont
Georgia	New Hampshire	Rhode Island	Virginia
Kentucky	New Jersey	South Carolina	West Virginia
Maine	New York	Tennessee	

Example:

T2N, R3E

This six-mile square parcel would be located two townships (tiers) north of the base line and three ranges east of the meridian.

DE 1703

or...

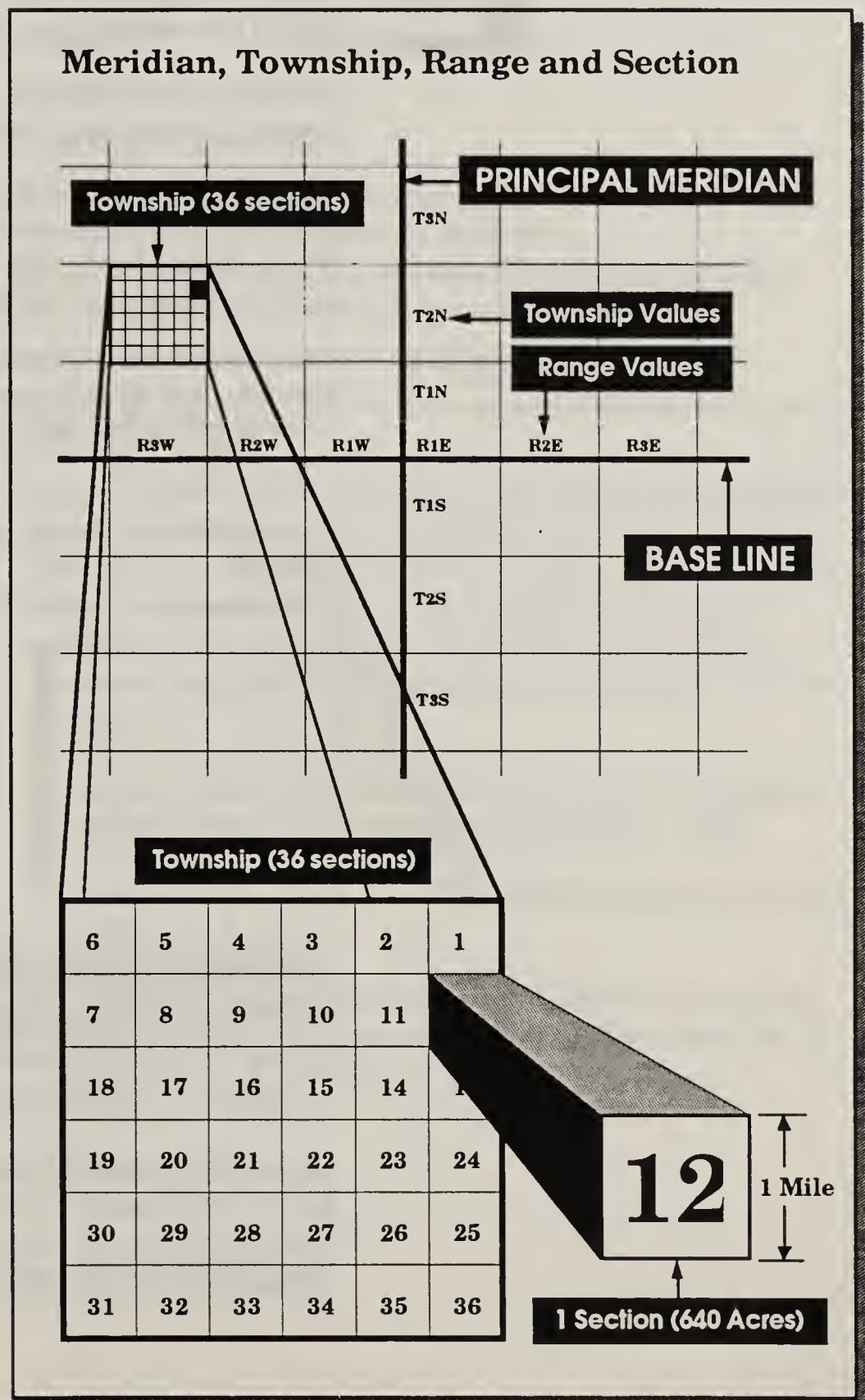
LOV ♥

Mer (Meridian) - This two-character alphanumeric field identifies the meridian code describing the land location of the case. Data Element 1703 and LOV contain valid meridian codes. A meridian is a line extending north and south from an initial point which establishes the basis for measuring ranges east and west in the PLSS states.

In addition to the meridian codes used in your state, there are three other meridian codes that can be used for cases with an unidentified land description.

00 - For cases that will never have a land description.
For example:

- Cultural resource use permits, usually for an entire resource area, district or state
- Unprotracted/unsurveyed coastal rocks and islets withdrawn as wilderness or as wildlife refuges that will never be surveyed
- Lands covered by Acts that have blanket authority to change land or resource availability



98 - For cases having an invalid meridian, township, range or section code.

99 - For cases where a legal description does not yet exist but can be expected in the reasonably foreseeable future. For example:

- Hiatus of land between two townships or ranges
- Unsurveyed/unprotracted islands within rivers and lakes that will be surveyed



Type the meridian code beginning on the left side of the field, leaving unused positions blank. Press NEXT FIELD to continue to the Township field.

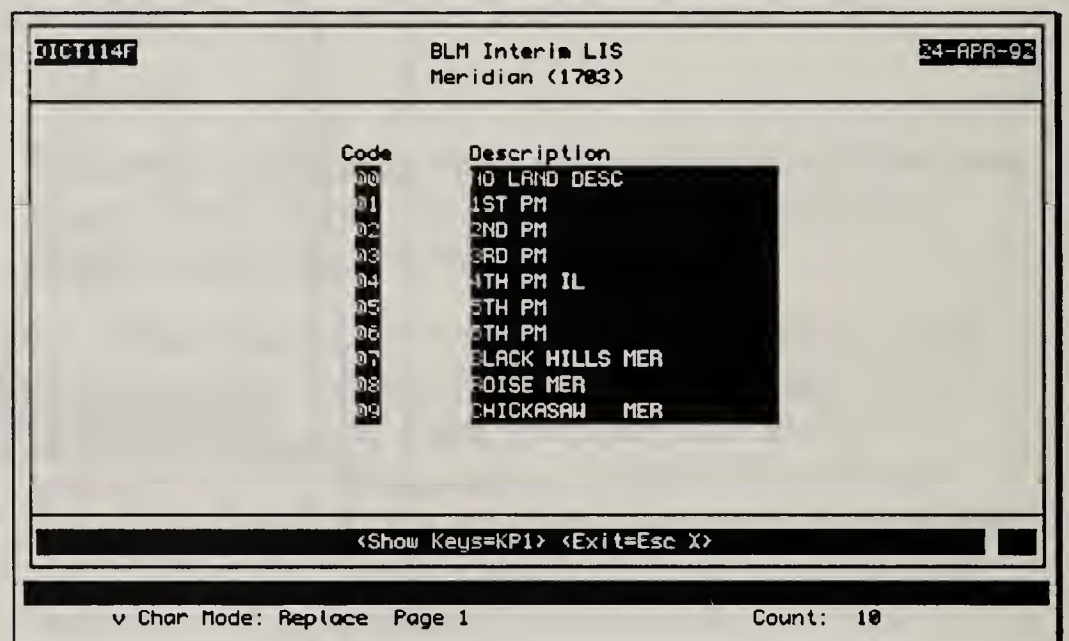
If you enter an invalid meridian code, the following message appears in the message line:

ERROR: Invalid Meridian

If you do not know the correct meridian value, press LOV to obtain an on-line list of valid meridian codes.

LOV ♥

When you access the Meridian LOV Screen, Figure 10, from the Meridian field, all valid meridian codes appear in the Code field with a corresponding description in the Description field and the cursor in the Code field.



The screenshot shows a terminal window titled "DICT114F" with the subtitle "BLM Interim LIS Meridian (1703)". The date "24-APR-92" is in the top right corner. The main area displays a table with two columns: "Code" and "Description". The codes range from 00 to 09. The descriptions are: 00 NO LAND DESC, 01 1ST PM, 02 2ND PM, 03 3RD PM, 04 4TH PM IL, 05 5TH PM, 06 6TH PM, 07 BLACK HILLS MER, 08 FOISE MER, and 09 CHICKASAW MER. At the bottom, there is a status bar with the text "<Show Keys=KP1> <Exit=Esc X>" and a footer showing "v Char Mode: Replace Page 1" and "Count: 10".

Code	Description
00	NO LAND DESC
01	1ST PM
02	2ND PM
03	3RD PM
04	4TH PM IL
05	5TH PM
06	6TH PM
07	BLACK HILLS MER
08	FOISE MER
09	CHICKASAW MER

Figure 10 Meridian LOV Screen (DICT114)

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the valid meridian codes.

You may also query a particular meridian value following the ENTER/EXECUTE QUERY procedures.

Press **ENTER QUERY** to clear the fields and place your cursor in the Code field. Use the **NEXT FIELD** key to move the cursor back and forth between the fields.

Type your query parameters in one or both fields using the wildcard character, %, as needed.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

LOV Example:

Press **ENTER QUERY**.

Use the **NEXT FIELD** key to move the cursor to the Description field.

Type **S%** in the description field.

Code	Description
	S%

Press **EXECUTE QUERY**.

All codes with a description beginning with **S** and their corresponding codes appear in the fields.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to retrieve the selected code.

Press **EXIT** to exit the Meridian LOV screen without retrieving any of the displayed values.

DE 1695

Twp (Township) - This five-character alphanumeric field identifies the township in which the case land description occurs. Data Element 1695 defines township. Township is the PLSS designation for a tier extending north or south of a base line. The five-character alphanumeric designation consists of three parts:

- The first three positions specify the whole number of the township, e.g., township 29 would be 029.
- The fourth position contains the fractional township code, 0, 1, 2 or 3.
- The fifth position identifies the direction from the base line. The only acceptable direction codes are N for north or S for south.

Township Field Positions

Existing Data	Fractional Codes	Direction	Entry Data
T29 N	0 = No Fraction	N = North	0290N
T29 1/4 S	1 = 1/4	S = South	0291S
T29 1/2 N	2 = 1/2	N = North	0292N
T29 3/4 S	3 = 3/4	S = South	0293S



Type the entire Township designation, including all zeros, in the space provided. Press NEXT FIELD when finished to continue to the Range field.

If you enter an invalid fractional code, the following message appears in the message line:

Must be in range 0 to 3

If you enter an invalid direction, the following message appears in the message line:

**ERROR: Invalid Township direction,
must be N or S**

NOTE:

When data exist in the township field, and you move the cursor through the field, the System recognizes the three positions of the field as separate. Use the NEXT/PREVIOUS FIELD keys to move between the portions of the field.

DE 1699

Rng (Range) - This five-character alphanumeric field contains the range designation of a case for the case land description. Data Element 1699 defines range. Range is the PLSS designation for township tiers east or west of a principal meridian. The five-character designation consists of three parts:

- The first three positions of the field contain the whole number of the range, e.g., range 15 would be 015.
- The fourth alphanumeric position contains the fractional range code. It can also be used to designate a duplicate or triplicate meridian-township-range number.

To uniquely identify a second township with identical state-meridian-township-range numbering, add the letter **A** for a duplicate township to the north or east of the original township. Add the letter **B** for a triplicate township to the north or east of a duplicate township. See Data Element 1699 for an explanation and list of meridian-township-range number duplicates.

- The fifth position is the direction from the meridian. The only acceptable direction codes are **E** for east or **W** for west.

Range Field Positions

Existing Data	Township Codes	Fractional Codes	Direction Codes	Entry Data
R15 E	15	0 = No Fraction	E = East	0150E
R15 1/4 W	15	1 = 1/4	W = West	0151W
R15 1/2 E	15	2 = 1/2	E = East	0152E
R15 3/4 W	15	3 = 3/4	W = West	0153W
R 54 E (single)	54	0 = 1st MTR In multiple township set	E = East	0540E
R54 E (duplicate)	54	A = 2nd MTR (duplicate) with identical numbers	E = East	054AE
R54 E (triplicate)	54	B = 3rd MTR (triplicate) with identical numbers	E = East	054BE



Type the entire range designation, including zeros in the space provided. Press NEXT FIELD to continue to the Section field.

If you enter an invalid fractional code, the following message appears in the message line:

Must be in range 0 to 3

If you enter an invalid direction, the following message appears in the message line:

**ERROR: Invalid Range direction,
must be E or W**

NOTE:

When data exist in the Range field and you move the cursor through the field, the System recognizes the three positions of the field as separate. Use the NEXT/PREVIOUS FIELD keys to move between the portions of the field.

DE 2506
or...
LOV ♥

Sec (Section) - This three-character alphanumeric field contains the section designation of a case related to the Meridian, Township and Range information. Data Element 2506 defines section.

A section is a major subdivision of a township, normally a quadrangle approximately one mile square which contains approximately 640 acres. Sections are numbered typically from 1 to 36 but can be numbered higher and in some states may include alphabetic characters.

NOTE:

If you type 999 (the code for an entire township) in the Section field, you will not be able to enter data in the survey fields of this page. You may only enter 000 in the Section field if your meridian is 99 or 00.



Type the section beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue to the Cty/Bor field.

When you press NEXT FIELD after typing the section code, the System validates the meridian, township, range and section combination against the Legal Land Description data contained in the LLD database.

WARNING:

You may not continue with your case land entry if the Meridian, Township, Range and Section validation retrieves the following message:

**ERROR: Invalid Meridian/Township/Range/
Section combination**

To edit the Meridian, Township, Range and Section fields, press the PREVIOUS FIELD key to return the cursor to the appropriate field and type the new value.

When you press NEXT FIELD on the Section field with valid Meridian, Township, Range and Section values, the cursor automatically moves to the Cty/Bor field.

NOTE:

The System completes the Geo St, Cnty/Bor, DO, RA and Adm Agcy fields automatically based upon the data entered in the Meridian, Township, Range and Section fields and retrieved from the LLD tables. This occurs in PLSS states only.

For non-PLSS states, do not enter any value in the Meridian field. Press NEXT FIELD to bypass the Meridian, Township, Range and Section fields and continue directly to the Cnty/Bor field. The System automatically completes the Geo State field based on the geo state entry in the case serial number.

DE 0002

Geo St (Geographic State) - This two-character alphabetic field identifies the geographic state of the case. Data Element 0002 contains valid designations for the geographic state. The System automatically completes this field from the database and will match Geo State field information in the case serial number.

The System does not allow access to the Geo State field.

DE 0002

Or...
LOV ♥

Cnty/Bor (County/Borough) - This three-digit numeric field designates the county or borough in which the case land description exists. Data Element 0002 and LOV contain valid lists of county/borough codes.

If you do not enter a meridian, township, range and section combination, you must enter a County/Borough code, typically in non-PLSS states. The System only validates to the section level.

If you do not enter an MTRS and attempt to bypass the Cnty/Bor field as well, the following message appears in the message line:

**ERROR: Mer/Twn/Rng/Sec required if
County Code is not entered**

NOTE:

Because some sections reside in more than one county, it is possible for the System to fill the Cnty/Bor field with an incorrect code. Check the automatically entered information in the Cnty/Bor field for accuracy.

For non-PLSS states and for cases where there are no meridian, township, range and section values, enter the county or borough code in the field provided.



Type the correct county or borough code beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue with the Survey Type field.

NOTE:

Depending upon the case type and MTRS entered for your case, the System may skip or require variable fields on this page, including: Survey Type, Survey Number, Direction, Fraction, Suffix, Aliquot Parts, Free Format, and square feet.

If you enter an invalid county/borough code, the following message appears in the message line:

ERROR: Invalid County within Geo State

If you do not know the appropriate county/borough code, press LOV for an on-line list of valid codes.

LOV ♥

When you access the County LOV screen, Figure 11, from the County field, all valid County/Borough codes within your Geo State appear in the Cnty field, with corresponding County/Borough names in the Name field and the cursor in the first position of the State field.

The screenshot shows a terminal window titled "DICT129F" with a header "BLM Interim LIS" and "County (0002)". The date "24-APR-92" is in the top right. The main area displays a list of counties and boroughs in Alaska, with columns for State, Cnty, and Name. The list is as follows:

State	Cnty	Name
AK	013	ALEUTIANS EAST
AK	020	ANCHORAGE
AK	060	BRISTOL BAY
AK	090	FAIRBANKS NORTH STAR
AK	100	FAIRBANKS
AK	110	JUNEAU
AK	122	KENAI PENINSULA
AK	130	KETCHIKAN GATEWAY
AK	150	KODIAK ISLAND
AK	164	LAKE AND PENINSULA

At the bottom of the list, there is a prompt "<Show Keys=kP1> <Exit=Esc X>" and a "LOV" button. The footer of the terminal window shows "v Char Mode: Replace Page 1" and "Count: 10".

Figure 11 County LOV Screen (DICT129F)

Use the **NEXT/PREVIOUS RECORD** and **NEXT/PREVIOUS SET** keys to scroll through the valid county/borough values displayed.

You may also query for a particular county/borough value following the **ENTER/EXECUTE QUERY** procedures.

Press **ENTER QUERY** to clear the fields and place your cursor in the State field. Use the **NEXT FIELD** key to move the cursor back and forth between the fields.

Type your query parameters in one or more of the fields, using the wildcard character, %, as needed.

Use the wildcard character with discretion, as broad queries, using more than one or two wildcard characters, may deteriorate System performance.

Press EXECUTE QUERY to retrieve data that match your query parameters.

LOV Example:

Press ENTER QUERY.

Type WY in the State field. Press NEXT FIELD twice to move the cursor into the Name field. Type S% in the Name field.

Press EXECUTE QUERY to retrieve all county data in the database for the state of Wyoming where the county name begins with S.

Locate the desired value using the NEXT/PREVIOUS RECORD keys, moving the cursor vertically through the values.

Press NEXT FIELD to retrieve the selected code.

Press EXIT to exit the LOV screen without retrieving any of the displayed values.

DE 3131
or...
LOV ♥

Srvy Type (Survey Type) - This single-character alphanumeric field identifies the type of survey performed. Data Element 3131 and LOV contain valid survey type codes. A survey type indicates the kind of subdivisional component of a public land survey appropriate for this case land.

When you access the Survey Type field, the following message appears in the message line:

Enter a blank if no surveys to enter

NOTE:

The survey type code determines the cursor movement through the remaining fields.

Examples:

Enter A in the Survey Type field. Press NEXT FIELD to continue to the Aliquot Part field.

Enter M in the Survey Type field. Press NEXT FIELD to continue to the Survey Number field.

NOTE:

Survey Type restrictions:

Survey Type	Restrictions
V	Void - Not an allowable entry in either PLSS or non-PLSS descriptions.
4	Exclusion/Exception Acreage to Aliquot - Use only in Eastern States Status collection or conversion of Forest Service LOS data.
5	Mining Claims - Used only with mining claim case type 384.
6	Nominal Location of Encumbrance - Use only in Eastern States Status collection or conversion of Forest Service LOS data.
7	Relinquished, Withdrawn or Rejected Lands - Used only with non-PLSS descriptions.
8	Unknown - Used only in Status collection.
9	All - If used, all other selections must be blank because it covers an entire section.



Type the survey type code in the space available. Press **NEXT FIELD** to continue to the next appropriate field, depending upon the survey type value.

If you enter an invalid survey type code, the following message appears in the message line:

ERROR: Invalid Survey Type



If you are entering a mining claim case, the following message appears in the message line if you attempt to bypass the field or enter an invalid code:

ERROR: Survey Type for a Mining Claim must be Type 5

If you do not know the appropriate survey type code, press **LOV** to access the on-line list of valid codes.

LOV ♥

When you access the Survey Type LOV screen, Figure 12, from the Srvy Type field, all valid Survey Type codes appear in the Code field, with corresponding descriptions in the description field and the cursor in the first position of the Code field.

DICT106F		BLM Interim LIS Survey Type (3131)	24-APR-92
Code	Description	Expanded Text	
EXC		FREE FORMAT	
TRAC		TRACT (NON-CADASTRAL)	
HALO		MINOR ALIQUOT, E.G., W2W2W2W2	
EXNC		EXCLUSION/EXCEPTION ACREAGE TO ALQ	
IC		MINING CLAIMS	
IONL		MINIMAL LOCATION OF ENCUMBRANCE	
AMU		LANDS REMOVED FROM ACTIVE CASE	
UNK		EXACT LOCATION IN SECTION UNKNOWN	
ALL		ALL - DESCRIBES ENTIRE SECTION	
ALO		ALIQUOT (40 ACRES OR MORE)	
		<Show Keys=KPI> <Exit=Esc X>	
v Char Mode: Replace Page 1		Count: 10	

Figure 12 Survey Type LOV Screen (DICT106F)

Use the **NEXT/PREVIOUS RECORD** and **NEXT/PREVIOUS SET** keys to scroll through the valid survey types.

You may also query for a particular survey type value following the **ENTER/EXECUTE QUERY** procedures.

Press **ENTER QUERY** to clear the fields and place your cursor in the Code field. Use the **NEXT FIELD** key to move the cursor back and forth between the fields.

Type your query parameters in one or more of the fields, using the wildcard character, %, as needed.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

LOV Example:

Press **ENTER QUERY**.

Press the **NEXT FIELD** key to move the cursor into the Description field. Type **M%** in the Description field.

Press **EXECUTE QUERY** to retrieve all survey type data in the database where the description begins with **M**.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to retrieve the selected code.

Press **EXIT** to exit the LOV screen without retrieving any of the displayed values.

DE 3118 **Srvy Num (Survey Number)** - This seven-character alphanumeric field identifies the survey number used to specify the case land. Data Element 3118 defines survey number. The survey number can be a number and/or a letter assigned to an area of land as the result of a survey. The survey number also identifies areas such as lots, tracts, homestead entries, mineral surveys, etc....

Survey Types Requiring Survey Numbers

C - Coal	L - Lot
D - Allotment	M - Mineral Survey
F - Farm Unit	P - Parcel
G - Land Grant	Q - Donation Land Claim
H - Homestead Entry	S - US Survey
I - Indian Allotment	T - Tract
J - Small Tract/Holding Claim	X - Exchange
K - Townsite Block	Y - Townsite Lot not in Block

If you do not enter a survey number when using one of these survey types, the following error message appears in the message line and the cursor remains in the Survey Number field:

**ERROR: Field is required with current
Survey Type**

All other survey types do not require a survey number entry.



Type the survey number in the space provided, leaving unused positions blank. Press NEXT FIELD to continue to the Survey Direction field.

Dir (Survey Direction) - This two-character alphanumeric field identifies the direction of a portion of a special survey for a particular land description.

Example:

For the NE portion of Lot 2, NE would be entered in the Direction field.



Type the direction, if appropriate. Press NEXT FIELD to continue to the Survey Fraction field.

Frac (Survey Fraction) - This single-character numeric field identifies a fractional portion of a special survey similar to the fourth position in the township or range fields.

Example:

Existing Data	Fractional Code
Lot 1	No Fractional Code
Lot 1 1/4	1
Lot 1 1/2	2
Lot 1 3/4	3



Type the frac code, if applicable. Press NEXT FIELD to continue to the Survey Suffix field.

Suf (Survey Suffix) - This two-character alphanumeric field contains the survey number suffix. You can attach a suffix to any survey number, including a nested survey.

NOTE:

Survey Type 0 (Undefined Area) requires a survey suffix.

Example:

Block 1E, Lot 4B, where E is the Suffix for the block number and B is the Suffix for the lot number.



Type the survey suffix, if applicable. Press NEXT FIELD to continue to the Survey Type field.

You may now enter additional survey information.

Example:

For a single nested survey description, there are multiple survey types, including:

N = Townsite
K = Townsite Block
L = Lot



Press NEXT FIELD without entering a second line of survey data to continue to the Aliquot Part field.

DE 2904
Or...
LOV ♥

Aliquot (Aliquot Part) - This ten-character alphanumeric field designates the aliquot parts of the case land described in the case land record. If the case is a mining claim case, the Aliquot Part field contains the quadrant of the mining claim. An aliquot part is a subdivision of a section which results from a series of halving and/or quartering a section. Data Element 2904 and LOV contain valid aliquot part designations.

Survey Types Requiring Aliquot Part Descriptions

A - Aliquot (40 acres or	R - Private Land Survey (optional)
B - Residual Aliquot, Irregular (less than 40 acres)	U - Unsurveyed/Protracted
E - Metes and Bounds (optional)	W - Water
N - Townsite (optional)	Z - Unsurveyed/Unprotracted
O - Fractional (unnumbered lot)	2 - Tract - Non-cadastral (optional)
	3 - Minor Aliquot - (e.g., W2W2W2W2)



Use the following for mining claims entry:

NE (for northeast)
NW (for northwest)
SE (for southeast)
SW (for southwest)

Example:

For a mining claim located in the NE and NW quadrants, the north half of a section, enter N2.

NOTE:

If a mining claim is located in the NE, NW and SE quadrants (N2, SE), enter **N2** here and use the Update Case Land Form (CASE125F) to enter SE because you may enter only one case land description in Establish Case (CASE100F).



If you attempt to bypass this field in a mining claims case type, the following message appears in the message line:

**WARNING: Aliquot part is required
with Mining Claim**

However, the cursor does continue to the Office Code field.



Type the aliquot part, if applicable, in the space provided. Press NEXT FIELD to continue to the Free Format field.

If you enter an invalid aliquot part value, this error message appears in the message line:

ERROR: Invalid Aliquot Part Code

If you do not know the correct aliquot part code, press LOV to access the on-line list of values.

LOV ♥

When you access the Aliquot Part LOV screen, Figure 13, from the Aliquot Part field, all valid aliquot part values appear in the Code field and the cursor in the first position of the Code field.

Code
E2
E2E2
E2E2E2
E2E2E2E2
E2E2E2E2NE
E2E2E2E2NLI
E2E2E2E2SE
E2E2E2E2SH
E2E2E2NE
E2E2E2NENE

Figure 13 Aliquot Part LOV Screen (DICT110F)

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the valid aliquot part values displayed.

You may also query for a particular aliquot part value following the ENTER/EXECUTE QUERY procedures.

Press ENTER QUERY to clear the field and place your cursor in the first record.

Type your query parameters in the Code field, using the wildcard character, %, as needed.

Use the wildcard character with discretion, as broad queries, using more than one or two wildcard characters, may deteriorate System performance.

*Press **EXECUTE QUERY** to retrieve data that match your query parameters.*

LOV Example:

Press ENTER QUERY.

Type NWNENW% in the Code field.

Press EXECUTE QUERY to retrieve all aliquot part codes within NWNENW.

*Locate the desired value using the **NEXT/PREVIOUS RECORD** keys, moving the cursor vertically through the values.*

*Press **NEXT FIELD** to retrieve the selected code.*

*Press **EXIT** to exit the LOV screen without retrieving any of the displayed values.*

Free Format - This 25-character alphanumeric field provides a free-format entry field, not edited or validated by the System, i.e., the System does not check this information. Use this field to enter a short metes-and-bounds description or portion of an aliquot part (e.g., **NENW portion N of river**). You can also enter a note referencing additional information in general remarks.

Survey Types Requiring Free Format Descriptions

E - Metes and Bounds (optional)

R - Private Land Survey - (optional)

1 - Free Format

2 - Tract - Non-cadastral (optional)



Type any appropriate information into the Free Format field. Press **NEXT FIELD** to continue to the Row Width or Square Feet field.

Row Width - This five-character field contains the right-of-way width value (generally in feet) for the current ROW land description. This field is accessible only for ROW case types.

Type the ROW width if applicable. Press **NEXT FIELD** to continue to the Square Feet field.

Sq Ft (Square Feet) - This ten-digit numeric field identifies the case land acres in square feet for the record described. Generally use this field to describe an area for a small right-of-way (e.g., less than one-quarter acre) or other small corridor or land designation.

WARNING:

When you enter a value into the Square Feet field, the System automatically calculates the acres and completes the Case Land Acres field. If you type over the calculated acres in the Case Land Acres field, the System will not accept the data you type, i.e., the value you entered in the Square Feet field always supersedes and overwrites the value entered in the Case Land Acres field.



Type the number of square feet, if applicable, beginning on the left side of the field provided, leaving unused positions blank and inserting the decimal as needed. Press NEXT FIELD to continue to the Case Land Acres field.

If you enter an inappropriate value in the Square Feet field, using an unusually large number or invalid characters, one of these messages appears in the message line:

Must be in range 0 to 9999999.99

or...

Legal characters are 0-9 - + E

E in the above message identifies an exponential value.

Press CLEAR FIELD and retype your value if you receive an error message on this field.

Press NEXT FIELD with no value in the Sq Ft field to bypass this field and continue in the Case Land Acres field.

DE 3138

Case Land Acres - The two fields that appear to the right of this field name identify the number of acres specific to this case land record. The first nine-digit numeric field contains the whole number of case land acres. The second four-digit numeric field contains the decimal portion, if any, of the case land acres. Data Element 3138 contains a description of case land acres.

To accept the System-generated value for case land acres calculated from the Square Feet field, simply press NEXT FIELD in each of the two Case Land Acres fields, the cursor continues to the District Office field.



Type the whole number of Case Land Acres beginning on the left side of the first field, leaving unused positions blank. Press NEXT FIELD when finished. If you have a fractional portion of an acre, type the decimal portion beginning on the left side of the second Case Land Acres field, leaving unused positions blank. Press NEXT FIELD to continue to the District Office field.

If you enter an invalid case land acre value, the following message line:

Legal characters are 0-9 + and -

The System completes the next two fields, DO and RA, automatically after you enter a valid meridian, township, range and section, or geo state and county and borough. You may override the System-generated codes if necessary.

DE 0419

Or...

LOV ♥

DO (District Office) - This two-digit numeric code represents the BLM district office responsible for the area included in the case land record description. Data Element 0419 and LOV contain available district designations. The System-generated district office information is accurate to the section level only.



Type the appropriate district office code beginning on the left side of the field, leaving unused positions blank. Press NEXT FIELD to continue to the Resource Area field.

If you enter an invalid district office code, an error message appears in the message line:

ERROR: Invalid BLM District

If you do not know the appropriate code, press LOV to obtain an on-line list of district office and resource area codes. Both the district office and resource area codes appear in this LOV screen.

LOV ♥

When you access the District / Resource Area / Planning Unit LOV screen, Figure 14, from the District Office or Resource Area fields, all valid DO and RA values appear with the cursor in the first position of the Adm State field.

Adm State	Dist	RA	PU	Description
HI	04			ANCHORAGE DISTRICT OFFICE
HI	05			GLENNALLEN DISTRICT OFFICE
HI	06			ARCTIC DISTRICT OFFICE
HI	07			KOBUK DISTRICT OFFICE
HI	08			STEESE/WHITE MTNS DISTRICT OFFICE

<Show Keys=KP1> <Exit=Shift-F10> LOV

Char Mode: Replace Page 1 Count: *5

Figure 14 District/Resource Area/Planning Unit LOV Screen (DICT126F)

Use the **NEXT / PREVIOUS RECORD** and **NEXT / PREVIOUS SET** keys to scroll through the valid district office and resource area codes.

You may also query for a particular value following the **ENTER / EXECUTE QUERY** procedures.

Press **ENTER QUERY** to clear the fields and place your cursor in the Adm State field. The Adm State defaults to the Administrative state of the case you are entering.

Type your query parameters in one or more fields, using the **NEXT FIELD** key to move from field to field, and using the wildcard character, %, as needed.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

LOV Example:

Press **ENTER QUERY**.

Press **NEXT FIELD** to move the cursor to the Description field.

Type **WORLAND%** in the Description field.

Press **EXECUTE QUERY** to retrieve all district office and resource area codes containing **WORLAND** in the description.

Locate the desired value using the **NEXT / PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to retrieve the selected code.

Press **EXIT** to exit the **LOV** screen without retrieving any of the displayed values.

DE 0419
Or...
LOV ♥

RA (Resource Area) - This two-digit numeric code represents the BLM resource area responsible for the area included in the case land record description. Data Element 0419 and **LOV** contain valid resource area codes. The System-generated resource area information is accurate to the section level only.

NOTE:

If your state does not have resource areas (e.g., Alaska), this field is not filled automatically and should remain blank.



Type the resource area code in the space provided. Press **NEXT FIELD** to continue to the field.

If you enter an invalid resource area code, the following message appears in the message line:

ERROR: Invalid Resource Area.

If you do not know the appropriate resource area code, refer to the **LOV** described for the District Office field. Press **LOV** to access the District/Resource Area/Planning Unit **LOV** screen.



NR (Native Region) - This two-character field, accessible only for native allotment case types, contains the code used to identify a native region responsible for the land described in the case land record.

Type the native region code if applicable. Press **NEXT FIELD** to continue to the Adm Agency field.

If you enter an invalid native region code, the following message appears in the message line:

ERROR: Invalid Native Region

If you do not know the appropriate code, press **LOV** to obtain an on-line list of valid native region codes.

LOV ♥

When you access the *Native Region LOV* screen, Figure 15, all valid native region codes appear with the cursor in the first position of the Geographic State field.

Use the **NEXT/PREVIOUS RECORD** and **SET** keys to scroll through the displayed codes.

DICT117F

BLM Interim LIS

27-APR-92

Native Region

Geographic State	Native Region Code	Description
AK	01	WLEUT
AK	02	ARCTIC SLOPE
AK	03	CEALISTA
AK	04	BERING STRAITS
AK	05	BRISTOL BAY
AK	06	CHUGACH
AK	07	COOK INLET
AK	08	CHITNA
AK	09	KONIAG
AK	10	CHANA

<Show> Keys=KP1>

<Exit=Shift-F10>

100

v Char Mode: Replace Page 1

Count: 10

Figure 15 Native Region LOV Screen (DICT135F)

You may also query a particular code using the standard **ENTER / EXECUTE QUERY** procedures.

Press **ENTER QUERY** to clear the fields. Type your query parameters in one or more fields using the **NEXT FIELD** key to move from field to field, and the wildcard character, %, to broaden your query as needed.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

Press **NEXT FIELD** to retrieve the selected code.

Press **EXIT** to exit the LOV screen without retrieving any of the displayed values.

DE 2929
Or...
LOV ♥

Adm Agcy (Administrative Agency) - This eight-digit numeric code identifies the agency that maintains administrative jurisdiction over federal surface (land), e.g., Forest Service, National Park Service, BLM, etc.... The System automatically completes this field using information from the Legal Land Description (LLD) database. The System-generated adm agcy code is accurate to the section level only. Data Element 2929 and LOV contain valid adm agency codes.



Type over the current administrative agency code, if necessary. Press **NEXT FIELD** to continue to the Code field.

If the code displayed in the Adm Agcy field is incorrect and you do not know the correct code, press **LOV** for an on-line list of codes.

LOV ♥

When you access the Administrative Agency LOV screen, Figure 16, from the Adm Agcy field, all valid Administrative Agency values appear with the cursor in the first position of the Code field.

BLM Interim LIS		27-APR-92
Administrative Agency (2929)		
Code	Name	
10	DEPT OF AGRICULTURE	
10000000	FOREST SERVICE	
10010000	NORTHERN REGION - USFS	
10010200	BEAVERHEAD NF	
10010201	WILLON RD	
10010202	WISE RIVER RD	
10010203	WISDOM RD	
10010205	SHERIDAN RD	
10010207	MADISON RD	
10010300	BITTERROOT NF	

<Show Keys=KP1> <Exit=Esc X>

Char Mode: Replace Page 1 Count: 10

Figure 16 Administrative Agency LOV Screen (DICT135F)

Use the **NEXT/PREVIOUS RECORD** and **NEXT/PREVIOUS SET** keys to scroll through the valid administrative agency values.

You may also query for a particular value following the **ENTER/EXECUTE QUERY** procedures.

Press **ENTER QUERY** to clear the columns and place your cursor in the first Code field. Type your query parameters in one or more fields, using the **NEXT FIELD** key to move from field to field, and using the wildcard character, %, as needed.

Use the wildcard character with discretion, as broad queries, using more than one or two wildcard characters, may deteriorate System performance.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

LOV Example:

Press **ENTER QUERY**.

Press **NEXT FIELD** to move the cursor to the Name field.

Type **W%** in the Name field.

Press **EXECUTE QUERY** to retrieve all administrative agency codes that begin with a W.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to retrieve the selected code.

Press **EXIT** to exit the LOV screen without retrieving any of the displayed values.

Ofc Code (Office Code) - This optional four-character alphanumeric field identifies your office or the office of the employee who made the decisions regarding the case land information to enter into the System.



NOTE:

The Employee Initials field is required in Alaska cases.



Type the office code in the space provided or leave this field blank. Press NEXT FIELD to continue to the Empl Intl field.

Empl Intl (Employee Initials) - This three-character alphabetic field contains your initials or the initials of the employee who made the decisions regarding the case land information entered for this case.



Type the initials in the space provided or leave this field blank. Press NEXT FIELD to continue to the Action Record Page (CASE155F - Page 5).

NOTE:

Use the Update Case Land Form (CASE125F) to add case land records to the case or cases established using this form.

5.4 Action Record Page - Brief (CASE155F - Page 5)

The Action Record Page - Brief (CASE155F - Page 5) is the fifth page of the Establish Block of New Cases and Generate Accounting Advice (CASE155F) Form.

When you access the Action Record page (CASE155F - Page 5), as shown in Figure 17, your cursor appears in the Action Date field. The form automatically carries forward the case serial number (geo state and land office) from the previous page and completes the Action Number field.

Use this page to enter basic action information. Use the Action Record Page - Comprehensive (CASE155F - Page 6) to enter additional information such as second date, second type, money amount, document type and document number for a particular action entered on the Action Record Page - Brief.

CASE155F		BLM Interim LIS				13-JUL-92	
Establish Block of New Cases - Action Record (Brief)							
Case Ser Num:		Geo State	Land Ofc	Prefix	Ser Num	Suffix	
001		AK	FF				
Act Num	Act Date	Act Code	Act Rmks	BLM Pend Enty		Other Pend Enty	B/C
001							
<Show Keys=KP1> <Exit=Esc X> <Add Another Record=KP6>							
Char Mode: Replace Page 5				Count: *0			

Figure 17 Action Record Page - Brief (CASE155F - Page 5)

NOTE:

If you need to return to the previous page, without retaining the data entered on this page, press CLEAR RECORD, then PREVIOUS FIELD or PREVIOUS PAGE to return to the previous page.

If you want to retain the data entered on this page, you must first complete all required fields. Once you complete one action record, you may move back to the previous page or other pages within the Establish Block New Cases form (CASE155F) using the PREVIOUS BLOCK or PREVIOUS FIELD keys.

Detailed descriptions and entry data for the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field information.

Act Num (Action Number) - The System automatically updates this three-digit numeric field for each action record entered on a case. The action number identifies the sequence in which action codes are entered and cannot be changed by the user. This number ties the action to lands, commodity, U.S. Rights, etc... in other case processing forms.

NOTE:

If an action code is deleted the action number is removed from the case.

The cursor skips this field and moves directly into the Action Date field.

DE 0066

Act Date (Action Date) - This 11-character field contains the date the identified action took place. This field uses the standard date format: day, month, year sequence, DD-MON-YYYY. When entering the action date, type the entire date, including zeros and hyphens to separate the elements. The range of allowable dates is 04-JUL-1776 through 01-JAN-4444. Data Element 0066 contains appropriate abbreviations for each month.

Example:

Enter January 7, 1979 as 07-JAN-1979.



Type the action date and press NEXT FIELD to continue to the Action Code field.

If you enter the action date using an invalid action date format, an invalid day, month or year, one of these error messages appears in the message line:

Date format is DD-MON-YYYY

Date must be between 1 and last of month

Not a valid month name

Must be in range 04-JUL-1776 to 01-JAN-4444

NOTE:

The Establish case action, 001 and B52, will be linked automatically to the entered case land record for this case.

**DE 1775/
2960
or...
LOV ♥**

Act Code (Action Code) - This three-digit numeric field identifies steps or actions taken to effect change and/or notations to a case. Data Element 1775/2960 and LOV contain appropriate action codes for the case type specified.

Keep in mind that each case type allows only certain action codes. The LOV indicates if an action code changes the case status and if so, which status, which codes allow a 2nd date entry and which type of 2nd date, and which codes require a pending entity. (Pending entity requirements are determined by each state.)

NOTE:

Please check the case type/action code matrix (LOV) to determine if your action code allows a 2nd date.

If necessary, identical action dates and codes can be added to a case.

Example:

01/04/1990 153 REPORT REQUESTED

(From District Office)

01/04/1990 153 REPORT REQUESTED

(From Forest Service)



Type the action code and press NEXT FIELD to continue to the Action Remarks field.

If you enter an invalid action code for the case type, the cursor returns to the beginning of the Action Code field and the following error message appears in the message line:

ERROR: Invalid Action Code

WARNING:

The first action code in a case must be 001, except for mining claim cases which must be B52. If you change the 001 action code, the following message appears in the message line:

ERROR: Invalid Action Code

If you do not know the appropriate action code, press LOV to obtain an on-line list of valid codes for the specified case type.

NOTE:

Within the Case Type/Action Code Matrix LOV screen, the Date Type field identifies action codes which allow a second date and second date type.

If the second date type is **70-Multiple**, you may choose from several or all second date types for the specific action code/record, e.g., **Action 328 - PLAN OPER/EXPL/DEV FILED** allows any one of three second date type codes: 03 - approved, 06 - Denied, 23 - Withdrawn.

LOV ♥

When you access the Case Type/Action Code Matrix LOV Screen, Figure 18, from the Action Code field, all valid Action Codes for the specified Case Type appear with the cursor in the Case Type field.

DICT103F		BLM Interim LIS				16-APR-92	
Case Type/Action Code (2962)							
Case Type	Act	Description	Pend	Status	Form	Screen	
000445	001	CASE ESTABLISHED		02			
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol			
		FFE					
Case Type	Act	Description	Pend	Status	Form	Screen	
000445	000	UNUS BID REFUNDED		02			
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol			
	1	ENS					
Case Type	Act	Description	Pend	Status	Form	Screen	
000445	005	NON-REFUNDABLE PVMT RECD		02			
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol			
	1	FFE					
<Show Keys=kP1> <Exit=Esc X> LOU							
v Char Mode: Replace Page 1				Count: 3			

Figure 18 Case Type/Action Code Matrix LOV Screen (DICT103F)

Use the **NEXT/PREVIOUS RECORD** keys and the **NEXT/PREVIOUS SET** keys to scroll through the valid action codes displayed on the LOV screen.

The **Pend** field identifies whether or not a pending entity is required.

The **Status** field identifies action codes which change the case status.

The **Form** field identifies subsystems within Interim which you may access for this action.

The **Screen** field indicates whether or not using this action code results in a default to the comprehensive or brief action page in the **B/C** field on the brief action record page. Each state controls the values in this field.

The **Date Type** field specifies which second date type, if any, may be used with the action code.

The **Money Cat** field contains an **M** if the Action Code allows money entry.

The **Money Type**, **Fund Code**, and **Fund Symbol** fields contain codes associated with money actions for accounting advice purposes.

You may also query a particular value following the **ENTER / EXECUTE QUERY** procedures.

Press **ENTER QUERY** to clear the fields and place your cursor in the **Case Type** field. The **Case Type** code remains, as in most cases you will want to query only action codes that match the case type identified for the case. Use the **NEXT FIELD** key to move the cursor from field to field.

Type your query parameters in one or more fields, using the wildcard character, **%**, as needed.

Use the wildcard character with discretion, as broad queries, using more than one or two wildcard characters, may deteriorate System performance.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

LOV Example:

Press ENTER QUERY.

Use the NEXT FIELD key to move the cursor to the Description field.

Type P% in the Description field, with 311111 Case Type remaining in the Case Type field.

Press EXECUTE QUERY.

All codes with a description beginning with P and their corresponding codes appear in the fields.

Locate the desired value using the NEXT/PREVIOUS RECORD keys, moving the cursor vertically through the values.

Press NEXT FIELD to retrieve the selected code.

Press EXIT to exit the LOV screen without retrieving any of the displayed values.

NOTE:

If you enter a money action code, when you press NEXT FIELD on the action code, the cursor automatically moves into the Money Amount field and the following message appears in the message line:

**Money Amt is required for this
Case Type/Actn Code combination**

Act Rmks (Action Remarks) - This 21-character alphanumeric field has a free format. If the action remarks exceed 21 characters, enter additional remarks using the Update General Remarks Form - (CASE103F). Action remarks and general remarks can be tied together by using an alphanumeric character enclosed in slash marks, /A/, /01/, etc....

NOTE:

Action codes frequently require structured action remarks. Check Data Element 1775 to ensure correct entries in this field.

Money amount, assessment year, county recordation information and document number are entered in separate fields instead of action remarks.

Use the Update Units/Commodity Form (CASE104F) to enter right-of-way width and length, mineral material contracted and produced, etc....



Type the action remarks following the procedures in Data Element 1775. Press NEXT FIELD to continue to the BLM Pending Entity field.

NOTE:

You may not enter information in both the BLM Pending Entity and Other Pending Entity fields for the same action record. If you accidentally enter a code in the BLM Pending Entity field and meant to type the code in the Other Pending Entity field, press PREVIOUS FIELD to return the cursor from the B/C field to the Other Pending Entity field. The System automatically deletes the data in the BLM Pending Entity field when you enter data in the Other Pending Entity field.

DE 0419
or...
LOV ♥

BLM Pend Enty (BLM Pending Entity) - This 13-character alphanumeric field identifies the BLM office that currently has the action on the case. Data Element 0419 and LOV contain valid BLM pending entity codes.

NOTE:

Once the action is completed, delete the pending code from the action record using the Update Action Form (CASE127F).



Type the BLM pending entity if appropriate. Press NEXT FIELD to continue to the B/C field.

Leave the BLM Pending Entity field blank and press NEXT FIELD to continue to the Other Pending Entity field.

If you enter an invalid BLM pending entity code, the following message appears in the message line:

ERROR: Invalid Pending Entity

If you do not know the correct BLM pending entity code, press LOV to access the BLM Organization Unit LOV screen.

LOV ♥

When you access the BLM Organization Unit (Pending Entity) LOV Screen, Figure 19, from the BLM Pending Entity field, all valid codes appears with your cursor at the first value in the Code field.

Code	Name
AK	ALASKA
K00000031	ALASKA FIRE SERVICE
K0000003101	ALASKA FIRE SVC MGRS OFC
K000000311	FIRE COORDINATION OFFICE
K0000003112	SITUATIONS/INTELLIGENCE STAFF
K0000003113	DISPATCH STAFF
K0000003114	LOGISTICS STAFF
K00000032	DIVISION OF FIRE SERVICES
K000000321	BR OF BASE SERVICES
K0000003213	TRANSP & BARRACKS SECT

Figure 19 BLM Organization Unit LOV Screen (DICT105F)

Use the **NEXT/PREVIOUS RECORD** keys and the **NEXT/PREVIOUS SET** keys to scroll through the valid codes displayed on the LOV screen.

You may also query a particular value following the **ENTER / EXECUTE QUERY** procedures.

Press **ENTER QUERY** to clear the fields and place your cursor in the Code field. Use the **NEXT FIELD** key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

LOV Example:

Press **ENTER QUERY**.

Type **AK%3101** in the Code field.

Press **EXECUTE QUERY**.

The Alaska Fire Service Manager's Office code appears.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to retrieve the selected value.

Press **EXIT** to exit the LOV screen without retrieving any of the displayed values.

NOTE:

If you enter a BLM Pending Entity and then enter an Other Pending Entity, the BLM Pending Entity field clears.

DE 2929
or...
LOV ♥

Other Pend Enty (Other Pending Entity) - This eight-character alphanumeric field identifies the office, outside BLM, that currently has the action on the case. Data Element 2929 and LOV contain valid pending entity codes.

Leave the Other Pending Entity field blank and press NEXT FIELD to continue to the B/C field without entering either pending entity code.



Type the other pending entity, if appropriate. Press NEXT FIELD to continue to the B/C field.

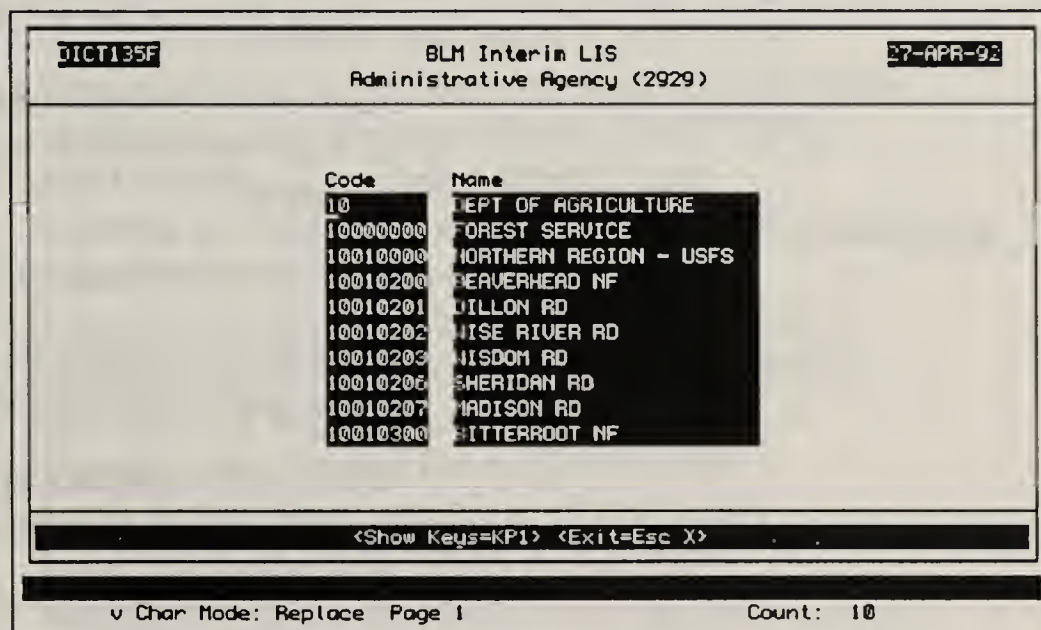
If you enter an invalid pending entity code, the following message appears in the message line:

ERROR: Invalid Pending Entity

If you do not know the appropriate other pending entity code, press LOV to access an on-line list of valid codes.

LOV ♥

When you access the Administrative Agency (Pending Entity) LOV Screen, Figure 20, from the Other Pending Entity field, all valid codes appear with the cursor in the Code field.



The screenshot shows a terminal window titled "DICT135F" with a header "BLM Interim LIS Administrative Agency (2929)" and a date "27-APR-92". The main area displays a list of codes and names:

Code	Name
10	DEPT OF AGRICULTURE
10000000	FOREST SERVICE
10010000	NORTHERN REGION - USFS
10010200	BEAVERHEAD NF
10010201	MILLON RD
10010202	WISE RIVER RD
10010203	WISDOM RD
10010204	SHERIDAN RD
10010207	MADISON RD
10010300	BITTERROOT NF

At the bottom of the screen, there is a status bar with the text "v Char Mode: Replace Page 1" and "Count: 10".

Figure 20 Administrative Agency LOV Screen (DICT135F)

Use the **NEXT/PREVIOUS RECORD** keys and the **NEXT/PREVIOUS SET** keys to scroll through the valid codes.

You may also query a particular value following the **ENTER / EXECUTE QUERY** procedures.

Press **ENTER QUERY** to clear the fields and place your cursor in the Code field. Use the **NEXT FIELD** key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

LOV Example:

Press **ENTER QUERY**.

Press the **NEXT FIELD** key to move the cursor into the Name field.

Type **%FOREST%** in the Name field.

Press **EXECUTE QUERY**.

All codes containing **FOREST** in their name descriptors and their corresponding codes appear in the fields.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to retrieve the selected code.

Press **EXIT** to exit the LOV screen without retrieving any of the displayed values.

B/C (Brief/Comprehensive) - This single-character field prompts the System to continue to the Action Record Page - Comprehensive (CASE155F - Page 6) or remain on the Action Record Page - Brief (CASE155F - Page 5) to enter additional action records.

Each state determines the System defaults for this field, to B for most action codes. You may override the default as needed.



Type **B** to continue entering action records for this case.

Type **C** to continue to the comprehensive page and add more information to the current action record.

When you complete the action data, press **COMMIT** to save the case and receive one or more new case serial numbers.



Press **COMMIT** to save the case.

The System returns to the Case Header Record page and "working..." appears in the message line.

When the data are saved and the cases generated, the following message appears in the message line:

Serial Number Range processed.
Press any key to exit.
Press any function key to acknowledge
message.

The new range of serial numbers appears at the top of the page. Or, if money records were entered on the action pages, the System automatically moves the new cursor into the Office Code field of the first accounting advice page (CASE156F - Page 1), displaying the new case serial numbers in the first block. Refer to the CASE156F documentation included immediately following CASE155F).

When you press any function key to acknowledge the final message in CASE155F, the System returns to the last accessed menu.

If you do not want to save the new case, press EXIT to quit before committing your case(s).

NOTE:

After establishing a case, use the following forms to add any other necessary case information or lock records:

Update Case Header Records Form (CASE110F)
Update Customer Link Form (CASE121F)
Update Case Land Records Form (CASE125F)
Update Action Records Form (CASE127F)
Add Action - Brief Form (CASE128F)
Update or Add MMS Finance Transfer Transactions
Form (CASE164F and CASE165F)
Update General Remarks Form (CASE103F)
Update Units/Commodity Form (CASE104F)
Update U.S. Rights Form (CASE105F)
Update Geo Name Form (CASE102F)
Lock Action Records Form (CASE106F)
Lock Land Records Form (CASE107F)
Update Parcel Occupancy (CASE146F)

This page intentionally left blank.

5.4 Action Record Page - Comprehensive (CASE155F - Page 6)

The Action Record Page - Comprehensive (CASE155F - Page 5) is the sixth page of the Establish Block of New Cases and Generate Accounting Advice Form (CASE155F).

Use this page to enter information regarding a particular action record entered on the Action Record Page - Brief (CASE155F - Page 5). Information entered on the Action Record Page - Comprehensive includes: 2nd date, 2nd date type, money amount, accounting advice number, parcel code, etc....

When you access the Action Record Page - Comprehensive (CASE155F - Page 6) as shown in figure 21, your cursor appears in one of several fields depending upon the action code and whether or not it accepts a second date. The System carries forward the geo state and land office of the case serial number and the action number, action date and action code from the previous page.

CASE155F		BLM Interim LIS			13-JUL-92	
Establish Block of New Cases - Action Record (Comprehensive)						
Case Ser Num		Geo State	Land Ofc	Prefix	Ser Num	Suffix
AK		FF				
Act Num 001		Act Date 01-JAN-1992		Act Code 001 APPLICATION RECEIVED		
2nd Date		Money Amt				
2nd Date Type						
Rcpt Num		Doc Type		-- Alaska --		
Book Num		Doc Num		Par Code		
Page Num						
Vol ID						
				Ofc Code	Empl Intl	RF
<Show Keys=KP1> <Exit=Esc X> LOU						
Char Mode: Replace Page 6 Count: *0						

Figure 21 Action Record Page - Comprehensive (CASE155F - Page 6)

NOTE:

Unless you enter a 2nd Date, in which case the 2nd Date Type is required, there are no required fields on the comprehensive page.

To return to the brief page, press PREVIOUS FIELD until you access the brief page. You may use the PREVIOUS/NEXT RECORD keys to move back to the brief page if a previous or next record exists.

Detailed descriptions of the fields and entry data precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field descriptions for this form.

NOTE:

If your action code does not accept a second date, the cursor skips the 2nd Date field and moves into the Money Amount or Document Type field when you access the comprehensive action page.

2nd Date (Second Date) - This 11-digit field contains the completion date of the action identified by the action code. Second date codes do not change the case status. The range of allowable dates is 04-JUL-1776 through 01-JAN-4444, in the standard date format, DD-MON-YYYY. The System allows entry of a second date only with certain action codes; check the Date Type field description on the Case Type/Action Code LOV Screen.

Example:

Enter February 1, 1985 as 01-FEB-1985.



Type the second date. Press NEXT FIELD to continue to the Second Date Type field.

If you enter an invalid date, one of the following messages may appear in the message line:

Date format is DD-MON-YYYY

Day must be between 1 and last of month

Not a valid month name

Must be in range 04-JUL-1776 to 31-DEC-4444

DE 2967
or...
LOV ♥

2nd Date Type - This two-character numeric field identifies the type of second date action (e.g., received, approved, etc...). If you enter a second date, you must enter a second date type. Data Element 2967 and LOV contain valid second date type designations. You may also enter a 2nd date type without entering a second date for action codes that allow a second date.

NOTE:

Several action codes allow usage of any one of a set of 2nd date types. The action code LOV screen identifies these action codes with the 2nd date type 70 in the Date Type field.

If you attempt to bypass this field after entering a second date, the following message appears in the message line:

This field must be entered when Second Date has a value in it



Type the second date type, if appropriate. Press NEXT FIELD to continue to the Money Amount or Rcpt Number field.

If you enter an invalid code this message appears in the message line:

ERROR: Invalid Action Date Type

If you do not know the 2nd date type, press LOV to access an on-line list of valid codes.

LOV ♥

When you access the 2nd Date Type LOV Screen, Figure 22, all valid 2nd Date Type codes appear with the cursor in the first position of the Code field.

If your action code allows one of a choice of second date types, the Date Type LOV screen contains the 70 - Multiple in the Code field. Press NEXT FIELD to view, query and access the allowable 2nd date types for the action code.

Use the NEXT/PREVIOUS RECORD keys and the NEXT/PREVIOUS SET keys to scroll through the valid date type codes .

You may also query a particular value following the ENTER / EXECUTE QUERY procedures.

Press ENTER QUERY to clear the fields and place your cursor in the Date Type Code field. Use the NEXT FIELD key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

LOV Example:

Press **ENTER QUERY**.

Use the **NEXT FIELD** key to move the cursor to the **Description** field.

Type **R%** in the description field.

Press **EXECUTE QUERY**.

All codes with a description beginning with **R** and their corresponding codes appear in the columns.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to retrieve the selected code.

Press **EXIT** to exit the **LOV** screen without retrieving any of the displayed values.

NOTE:

You may not enter a money amount for a non-money action. If you enter a money amount, the System assumes that you also want to generate an accounting advice receipt. When you commit the case the System automatically takes you into the Generate Accounting Advice Form (CASE156F).

Money Amt - This 13-digit numeric field, containing two optional decimal places, records money amounts related to the action identified by the action code. Do not type the \$ sign in the field. Enter the dollars and cents without commas but include the decimal point.

Example:

To enter \$12,345.67, type 12345.67

To enter \$43.00, type 43



Type the money amount, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press **NEXT FIELD** to continue to the Reception Number field.

Rcpt Num (Reception Number) - This ten-character alphanumeric field identifies the miscellaneous sequential number assigned to the recorded document by the county courthouse or recording district. It may be used in conjunction with the Volume Identification field.



Type the reception number, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue to the Book Number field.

Book Num (Book Number) - This five-character alphanumeric field identifies the county or recording district book number that contains recordation information concerning the document identified by the action code.



Type the book number, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue to the Page Number field.

Page Num (Page Number) - This six-character alphanumeric field identifies the page number within the book specified in the Book Number field.



Type the page number, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue to the Vol ID field.

Vol ID (Volume Identification) - This six-character alphanumeric field identifies the volume number of the recordation book assigned by the county courthouse or recording district (identified in the Book Number field).



Type the volume identification, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD when finished to continue to the Document Type field.

DE 2577
or...
LOV ♥

Doc Type (Document Type) - This two-character alphabetic field identifies the type of document being issued (e.g., patent, quit claim deed, etc...). Data Element 2577 and LOV contain appropriate designations.



Type the document type designation, if appropriate. Press NEXT FIELD when finished to continue to the Document Number field.

If you enter an invalid document type code, this message appears in the message line:

ERROR: Invalid Document Type

If you do not know the appropriate doc type press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Document Type LOV Screen, Figure 23, all valid codes appear with the cursor in the first position of the Code field.

Code	Description
HC	ACT OF CONGRESS
AG	AGREEMENT
AN	AIR NAVIGATION ORDER
AP	APPEAL
AS	ASSIGNMENT
BO	BLM ORDER
DS	BARGAIN AND SALE DEED
CA	COOPERATIVE AGREEMENT
CD	CONDEMNATION DEED
CL	CLEAR LIST

<Select Current Value=Tab> <Exit=Esc X>

v Char Mode: Replace Page 1 Count: 10

Figure 23 Document Type LOV Screen (DICT120F)

Use the NEXT/PREVIOUS RECORD keys and the NEXT/PREVIOUS SET keys to scroll through the valid codes.

You may also query a particular value following the ENTER / EXECUTE QUERY procedures.

Press ENTER QUERY to clear the fields and place your cursor in the Document Type Code field. Use the NEXT FIELD key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press EXECUTE QUERY to retrieve data that match your query parameters.

LOV Example:

Press ENTER QUERY.

Use the NEXT FIELD key to move the cursor to the Description field.

Type R% in the Description field.

Press EXECUTE QUERY.

All codes with a description beginning with R and their corresponding codes appear in the fields.

Locate the desired value using the NEXT/PREVIOUS RECORD keys, moving the cursor vertically through the values.

Press NEXT FIELD to retrieve the selected code.

Press EXIT to exit the LOV screen without retrieving any of the displayed values.

Doc Num (Document Number) - This eight-character alphanumeric field identifies the document number (e.g., patent number, deed number, etc...) of the document identified in the Document Type field.



Type the document number, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue.



NOTE:

The Parcel Code field allows entry of information specific to 2561 case types in Alaska. In all other states, the cursor skips this field and moves to the Office Code field.



Parcel Code - This one-character alphanumeric field identifies the Native allotment parcel code. Allowable codes include A-Z and 0-9.



Type the parcel code, if appropriate. Press NEXT FIELD to continue to the Office Code field.

If you enter an invalid parcel code this message appears in the message line:

ERROR: Invalid parcel code

If you do not know the appropriate parcel code, press LOV to obtain an on-line list of valid codes. In the parcel code LOV screen, all valid codes appear in a single character column.

Ofc Code (Office Code) - This optional four-character alphanumeric field identifies your office or the office of the employee who made the decisions regarding the codes entered for this case. This field defaults to the office code, if any, entered on the case land record page.



Type the appropriate office code. Press NEXT FIELD to continue to the Employee Initials field.



NOTE:

Employee initials are required for Alaska cases.

Empl Intl (Employee Initials) - This three-character alphabetic field contains your initials or the initials of the employee who made the decisions regarding the codes entered for this case. This field defaults to the initials entered on the Case Land Record Page.

When you access the Employee Initials field, the following message appears in the message line:

Press NEXT FIELD or CREATE RECORD to add another action record



Type the employee initials.

Follow the instructions in the message line explaining proper procedures on finishing this case or adding additional action records.



Press CREATE RECORD or NEXT FIELD to move the cursor to the next record in the Action Date field on the Action Record Page - Brief (CASE155F - Page 5). You can add as many action records to the case(s) as you wish in this fashion.

If you have entered all the necessary action data for the case(s), press COMMIT to save the data entered and receive a new case serial number(s) associated with the data entered.

NOTE:

If you entered the same customer twice for this case, the program interrupts the commit and returns the cursor to the Cust ID field. The following message appears in the message line:

ERROR: Duplicate customer record



Press COMMIT to save the case.

The System returns to the Case Header Record page and "working..." appears in the message line.

When the data are saved and the cases generated, the following message appears in the message line:

Serial Number Range processed.
Press any key to exit.
Press any function key to acknowledge
message.

The new range of serial numbers appears at the top of the page. Or, if money records were entered on the action pages, the System automatically moves the new cursor into the Office Code field of the first accounting advice page (CASE156F - Page 1), displaying the new case serial numbers in the first block. Refer to the CASE156F documentation included immediately following CASE155F).

When you press any function key to acknowledge the final message in CASE155F, the System returns to the last accessed men.

If you do not want to save the new case, press EXIT to quit before committing your case(s).

NOTE:

After establishing a case, use the following forms to add any other necessary case information or lock records:

Update Case Land Records Form (CASE125F)
Update Action Records Form (CASE127F)
Update General Remarks Form (CASE103F)
Update Units/Commodity Form (CASE104F)
Update U.S. Rights Form (CASE105F)
Update Geo Name Form (CASE102F)
Lock Action Records Form (CASE106F)
Lock Land Records Form (CASE107F)
Update Parcel Occupancy (CASE146F)

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5.4 Generate Accounting Advice (CASE156F)

This form produces an accounting advice receipt for monies received related to cases established using the Establish Block of New Cases and Generate Accounting Advice From (CASE155F). This form is only accessible through the Establish Block of New Cases Form (CASE155F) when you enter a money amount for a money action.

WARNING:

You may not exit this form without committing an accounting advice for the money action records entered in CASE155F.

CASE156F		BLM Interim LIS				13-JUL-92	
Accounting Advice - Page 1							
Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix		
Beginning	AK	FF		084864			
Ending	AK	FF		084864			
Acct Adv Num	0000895						
Date	Ofc Code	Empl Intl	Cashier Num	Collection Method	Check Num	Date Received	
13-JUL-1992		RF				13-JUL-1992	
Time	16:40:59						
Name Num	Cust ID	000000234					
001	AKELKOK PHILIP						
Addr Num	GENERAL DELIVERY			1.			
001				2.			
EKWOK	AK	99580	City State Zip				
<Show Keys=KP1> <Exit=Esc X> <Commit=KP0>							
Char Mode: Replace Page 1 Count: *0							

Figure 1 - Generate Accounting Advice Form (CASE156F - Page 1)

When you access the Generate Accounting Advice Form (CASE156F) the first page appears as shown in Figure 1 with your cursor in the Office Code field.

Detailed descriptions of the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field definitions.

NOTE:

Your cursor skips the Case Serial Number fields at the top of the page. The case serial number is displayed only for reference.

The cursor also skips the Date and Time fields upon entering this form. However, you may use the PREVIOUS FIELD key to access these fields for update if needed.

Date - This date mandatory field automatically defaults to the current date. This is the date that appears at the top of the printed receipt as the date the receipt was created. Use the standard System date format, **DD-MON-YYYY**, e.g., **06-JAN-1992**.



Type the date using the specified format or accept the default of today's date. The cursor automatically moves into the Time field when you enter a valid date.

If you enter any portion of the date using an invalid character or format, one of the following messages appears in the message line:

ERROR: Invalid Date

Date format is DD-MON-YYYY

Day must be between 1 and last of month

Not a valid month name

Year must be between 00 - 99 or 1000 - 4712

Field must be entered completely

If you attempt to clear the field and continue, the following message appears in the message line:

Field must be entered

Time - This mandatory military-time formatted field contains the time that you access this form for entering the accounting advice receipt. This time appears

on the printed receipt. The standard time format is **HH:MM:SS**. This field defaults to the current time on the System.



Type the time or accept the default. The cursor automatically moves into the Office Code field when you enter a valid time.

If you enter an invalid time, one of the following messages appears in the message line:

Hour must be between 0 and 23
Minutes must be between 0 and 59
Seconds must be between 0 and 59
Time format is HH:MM[:SS]

Ofc Code (Office Code) - This optional four-character field identifies your office or the office of the employee responsible for this accounting advice receipt.



Type the office code, if applicable. Press **NEXT FIELD** to continue to the Empl Intl field.

Empl Intl (Employee Initials) - This three-character field contains the initials of the employee entering or authorizing this accounting advice receipt.



Type the initials. Press **NEXT FIELD** to continue to the Cashier Number field.



NOTE:

In Alaska the Employee Initials field is mandatory. If you attempt to bypass this field, the following message appears in the message line:

ERROR: Mandatory field has not been entered.

DE 3009
Or...
LOV ♥

Cashier Num (Cashier Number) - This optional single-character field identifies a specific person bonded and authorized to perform cashier functions in the BLM state offices for the purpose of collecting, receiving and validating monies from the general public into the U.S. Treasury. Data Element 3009 and LOV contain valid cashier numbers.



Type the cashier number, if appropriate. Press **NEXT FIELD** to continue to the Collection Method field.

If you enter an invalid cashier number, the following message appears in the message line:

ERROR: Invalid Cashier Number

If you do not know the appropriate cashier number, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Cashier Number LOV Screen (DICT141F), Figure 2 appears with your cursor in the first record of the Code field. As there are only five codes and no definitions, this single-character field displays all valid codes within one visible set of data.

DICT141F BLM Interim LIS 21-MAY-93
Cashier Number (3009)

Code

1

<Show> Keys=KP1> <Exit>=Esc X>

Char Mode: Replace Page 1 Count: *5

Figure 2 - Cashier Number LOV Screen (DICT141F)

Use the NEXT/PREVIOUS RECORD keys to scroll through the retrieved values.

Press NEXT FIELD to retrieve the selected code.

Press EXIT to exit the LOV screen without retrieving any value.

DE 2185

Or...
LOV ♥

Collection Method - This optional single-character field identifies the type of payment used to receive monies from the public, e.g. 5 - Money Order. Data Element 2185 and LOV contain valid collection method codes.



Type the collection method code, if appropriate. Press NEXT FIELD to continue to the Check Number field or the Date Received field.

If you enter a check or money order code, the cursor moves into the Check Number field; otherwise, it skips to the Date Received field

If you enter an invalid collection method code, the following message appears in the message line:

ERROR: Invalid Collection Method

If you do not know the correct collection method code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Collection Method LOV Screen (DICT142F), Figure 3, the cursor appears in the first record of the Code field. Each code has a corresponding description displayed in the Description field.

Code	Description
CASH	
OTHER	
CHARGE	
CHECK	
MONORD	
CCARD	
ETRAN	

Figure 3 - Collection Method LOV Screen (DICT142F)

Use the NEXT/PREVIOUS RECORD keys to scroll through the retrieved codes.

You may also use the query procedures to locate a particular code. However, since there are only seven codes currently in use, all valid codes appear on the screen at the same time.

Press NEXT FIELD to retrieve the selected code.

Press EXIT to exit the LOV screen without retrieving any value..

NOTE:

The cursor skips the Check Number field if the collection method is not a check or money order.



Check Num (Check Number) - This optional 12-digit field contains the number of the personal or corporate check or money order received as payment for the transaction recorded in this accounting advice. This field automatically right justifies the number entered



Type the check or money order number. Press NEXT FIELD to continue to the Date Received field.

If you enter an invalid character, the following message appears in the message line:

Legal characters are 0-9 = and -

Date Received - This mandatory date field defaults to today's date. This date represents the date the application and/or money was received by your office, i.e., the date stamped on the document received for application, affidavit of labor, etc.... This date prints in the lower right corner of the receipt, next to the employee's initials.



Type the date or accept today's date. Press NEXT FIELD to continue to the Remitter Name field. If you enter a date, the cursor automatically moves into the Remitter Name field when it reaches the end of the field.

If you enter the date incorrectly, one of the following messages appears in the message line:

ERROR: Invalid Date
Date must be between 1 and last of month
Date format is DD-MON-YYYY
Not a valid month name
Year must be between 1776 and 4444
Field must be entered completely

If you clear the field and attempt to continue without entering a date, the following message appears in the message line:

Field must be entered

NOTE:

The cursor skips the Customer ID fields to the left of the remitter name and continues directly to the Remitter Name field. You may press PREVIOUS FIELD to access the Customer ID, Name and Address Number fields. You may change the customer ID and the name and address numbers as needed. However, the Customer ID entered must exist in the case(s). If you enter a customer ID that does not exist in the case(s), the following message appears in the message line:

ERROR: Invalid Customer ID Number

Remitter Name - This optional 30-character field contains the name of the person who made the payment for the monies documented in this accounting advice receipt.



Type the remitter name. Press NEXT FIELD to continue to the Remitter Address field.

If you attempt to enter a name greater than the space provided, the last character will keep overwriting itself, or, if you are in insert mode (identified in the status line of the form), the following message appears in the message line:

Field is full. Can't insert character

Remitter's Address - These two 30-character lines contain the address of the person making payment for the receipt.



Type the remitter's address. Press NEXT FIELD to continue to the second line of the address. Type the additional line, if appropriate. Press NEXT FIELD to continue to the City field.

City - This optional 20-character field contains the name of the city for the remitter's address.



Type the city associated with the remitter's address, if appropriate. Press NEXT FIELD to continue to the State field.

DE 0099
Or...
LOV ♥

State - This optional two-character field contains the abbreviation for the geographic state of the remitter's address. Date Element 0099 and LOV contain valid state abbreviations.



Type the state associated with the remitter's address, if appropriate. Press NEXT FIELD to continue to the Zip Code field.

If you enter an invalid state abbreviation, the following message appears in the message line:

ERROR: Invalid State Abbreviation

If you do not know the appropriate state abbreviation, press LOV to obtain an on-line list of valid state abbreviations.

LOV ♥

When you access the Geographic State LOV screen, Figure 4, the cursor appears in the first record of the Adm State field.

Adm	Geo	Name
ES	AL	ALABAMA
ES	AK	ALASKA
ES	AZ	ARIZONA
ES	AR	ARKANSAS
ES	CA	CALIFORNIA
ES	CO	COLORADO
ES	CT	CONNECTICUT
ES	DE	DELAWARE
ES	DC	DISTRICT OF COLUMBIA
ES	FL	FLORIDA

<Show Keys=KP1> <Exit=Esc X>

v Char Mode: Replace Page 1 Count: 10

Figure 4 - State LOV Screen (DICT109F)

Use the **NEXT/PREVIOUS RECORD** and **NEXT/PREVIOUS SET** keys to scroll through the valid codes.

You may also use the query procedures to query a particular state abbreviation.

Press **ENTER QUERY**. Type your query parameters in the appropriate fields, using the **NEXT FIELD** key to move the cursor from field to field.

Use the wildcard character, %, as needed to broaden your query. Using more than one wildcard character in a single field may cause delays in receiving a response to your query.

Press **EXECUTE QUERY** to retrieve all valid state abbreviations that match your query parameters.

Example:

Press **ENTER QUERY**.

Press **NEXT FIELD** to move the cursor into the Name field.

Type **M%** in the Name field.

Press **EXECUTE QUERY**.

The System retrieves all valid state and their associated abbreviations where the name begins with M.

Press **NEXT FIELD** to retrieve the code selected.

Press **EXIT** to exit the LOV screen without retrieving any value.



Type the ZIP code if appropriate. Press **NEXT FIELD** to continue to the first Accounting Advice Remarks field on page two.

If you enter an invalid zip code, the following message appears in the message line:

ERROR: Invalid ZIP code

If you do not know the appropriate zip code abbreviation, press LOV to obtain a list of the first three digits of valid zip codes for the entered state.

LOV ♥

When you access the ZIP Code LOV Screen, Figure 5, the cursor appears in the first record of the State field.

State	Zip
AK	995
AK	996
AK	997
AK	998
AK	999
AL	350
AL	351
AL	352
AL	353
AL	354

Figure 5 - ZIP Code LOV Screen (DICT104F)

Only the zip code prefixes for the specified state appear on the LOV screen.

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the valid codes.

You may also use the query procedures to query a particular zip code value.

Press NEXT FIELD to retrieve the selected code and return to the ZIP Code field.

Press EXIT to exit the LOV screen without retrieving any value.



Press NEXT FIELD to continue to page 2 of the Generate Accounting Advice Form.

This page intentionally left blank.

5.4 Generate Accounting Advice (CASE156F - Page 2)

This page continues the input of accounting advice information for the current receipt, specifically, the accounting advice remarks, fund code/symbol and money amount for monies received related to the cases established using the Establish Block of New Cases Form (CASE155F).

When you access page two of the Generate Accounting Advice Form (CASE156F - Page 2), Figure 6 appears with your cursor in the first Remarks field.

CASE156F		BLM Interim LIS				13-JUL-92	
Accounting Advice - Page 2							
Acct Adv Num	Case Ser Num Beginning Ending	Geo State	Land Ofc	Prefix	Ser Num	Suffix	
0000895		AK AK	FF FF		084864 084864		
Remarks	1			6			
	2			7			
	3			8			
	4			9			
	5			10			
	Act Num	Act Code	Fund Code	Fund Symbol	Money Type	Money	
	002	072	0340	142419.1	FFE	30.00	
<Show Keys=KP1> <Exit=Esc X> <Commit=KP0>							
Char Mode: Replace Page 2 Count: *0							

Figure 6 - Generate Accounting Advice Form (CASE156 - Page 2)

NOTE:

The first line of remarks lines up on the printed receipt to the right and just above the money amount space for the Filing Fee. There are ten lines of remarks, use your own judgement to determine which line to enter remarks if you want them to line up with a particular money line on the printed receipt. The remarks print single spaced on the receipt. The last line of remarks contains the collection method and check number if appropriate.

DE 3166*Or...***LOV ♥**

Remarks (Accounting Advice Remarks) - These optional ten fields (30 characters per field) contain accounting remarks related to the fund codes/symbols appearing on the record or referencing other pertinent information to the accounting advice receipt. Data Element 3166 contains additional information on entering accounting advice remarks.

NOTE:

There are no restrictions to the content and format of the information entered in the Accounting Advice Remarks fields, except as identified identified in Data Element 3166 and specified by your State office.



Type the remarks as needed in the appropriate lines, up to ten lines printed on the receipt. Press NEXT FIELD to move from one line to the next. When you reach the last (tenth) line of remarks, press NEXT FIELD to continue to the Fund Code field, skipping the Action Number and Action Code fields automatically completed from the established case(s).

Press NEXT BLOCK to move directly from the Remarks fields to the Fund Code field without accessing each line of remarks.

NOTE:

This field does not wrap from one line to the next. You must press NEXT FIELD at the end of each line to continue to the next line of remarks.

If you do not press NEXT FIELD at the end of the record, the information you type continues to overwrite the last letter in the field when you are in the default **REPLACE** mode noted in the Status line of the form.

If you do not press NEXT FIELD at the end of a line, but continue typing, the following message appears in the message line when you are in the **INSERT** mode (identified in the Status line of the form):

Field is full. Can't insert character.

The cursor skips the Action Num and Action Code fields which are automatically completed from the data entered on the action record pages of the Establish Block of New Cases Form (CASE155F). You may not access these fields on this form.

Action Num (Action Number) - This three-digit field contains the System-generated sequential number associated with an action record. Each action record entered on a case contains an action number for use in associating accounting advice records, case land records, etc....

Action Code - This three-character field identifies steps or actions taken to effect change and/or notations to a case. Data Element 1775/2960 contains appropriate action codes for the current case type.

DE 3042
or...
LOV ♥

Fund Code - This optional four-digit field contains a numeric code representing the type of transaction occurring between the BLM and the customer receiving the accounting advice receipt. Data Element 3042 and LOV contain valid fund codes.



Type the appropriate fund code or accept the default code. Press NEXT FIELD to continue to the Fund Symbol field.

NOTE:

When you enter a valid fund code, the System automatically completes the Fund Symbol field.

If you enter an invalid fund code, the following message appears in the message line:

ERROR: Invalid Fund Code

If you do not know the appropriate fund code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Fund Code LOV Screen (DICT137F), Figure 7, the cursor appears in the first record of the Code field.

The screenshot shows a terminal window titled "DICT137F" with a header "BLM Interim LIS Fund (3042)" and a date "21-NOV-92". The main area displays a table with three columns: Code, Symbol, and Text. The table lists 14 records, with the first record highlighted. Below the table is a status bar with the text "<Show Keys=KP1> <Exit=Esc X>". At the bottom of the terminal window, it shows "v Char Mode: Replace Page 1" and "Count: 10".

Code	Symbol	Text
0004	141811	RENT/BONUS/LAND LEASES, INCL MINERAL
0005	145003	MINERAL LEASING (PD), INCL PUBLIC
0007	14X6800(950)	UNEARNED ACCOUNT
0008	14X6875(11)	SUSPENSE ACCOUNT
0009	14X6800(910)	DECLINING DEPOSIT ACCT
0010	142419.1	SIMO FILING FEES
0011	145896.11	RECEIPT-NATL GRASSLAND (INCL BLM NATL
0012	14X8566	EXP. PUBLIC SURVEY
0013	14X5017.1	R/W COST RECOVERIES
0014	14X5017.2	FEES/CHARGES/DEP/FORF

Figure 7 - Fund LOV Screen (DICT137F)

Use the *NEXT/PREVIOUS RECORD* and *NEXT/PREVIOUS SET* keys to scroll through the retrieved values.

You may also query particular codes using the standard query procedures.

Press *ENTER QUERY*. Type your parameters in one or more fields, using the *NEXT FIELD* key to move from field to field.

Use the wildcard character, %, as need to broaden your query.

Example:

Press *ENTER QUERY*.

Press *NEXT FIELD* to move the cursor into the Text field.

Type %MINERAL%

Press *EXECUTE QUERY*.

All fund codes and fund symbols which contain a reference to mineral in their textual description appear in the LOV screen fields.

Use the *NEXT/PREVIOUS RECORD* keys to move the cursor and select the desired value.

Press *NEXT FIELD* to retrieve the selected code.

Press *EXIT* to exit the *LOV* screen without retrieving any of the displayed values.

DE 3042
Or...
LOV ♥

Fund Symbol - This required 16-character field contains a BLM code which reflects the fund accounting symbol associated with the fund code entered for all monies collected by the cashier. Data Element 3042 and LOV contain lists of valid fund symbols.



Type the appropriate fund symbol or accept the default generated from the fund code. Press *NEXT FIELD* to continue to the Money Type field.

If you do not enter a fund symbol, the following message appears in the message line:

ERROR: Mandatory field has not been entered.

If you enter an invalid fund symbol, the following message appears in the message line:

ERROR: Invalid Fund Symbol

If you do not know the appropriate fund symbol, press LOV to obtain an on-line list of valid codes.

NOTE:

Refer to the Fund Code LOV Screen documentation on the previous page for information on the Fund Symbol LOV.

DE 2538
Or...
LOV ♥

Money Type - This optional three-character field contains the abbreviation for the type of money involved in the transaction. Data Element 2538 and LOV contain valid money type codes.



Type the money type abbreviation or accept the default. Press *NEXT FIELD* to continue to the next money record, if there is one.

If there are no more money records, the following message appears in the message line:

At last record

If you enter an invalid money type, the following message appears in the message line:

ERROR: Invalid Money Type

If you do not know the appropriate money type abbreviation, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Money Type LOV Screen, Figure 8, the cursor appears in the first record of the Code field.

The screenshot shows a terminal window titled "DICT143F" with a header "BLM Interim LIS" and "Money Type (2538)". The date "11-MAY-92" is in the top right. The main area displays a list of money types with two columns: "Code" and "Description". The codes are: APP, BID, BND, BNS, DEP, FFE, GFT, INT, ATL, and SAA. The descriptions are: APPRAISAL AMOUNT, BID AMOUNT, BOND AMOUNT, BONUS BID AMOUNT, DEPOSIT AMOUNT, FILING FEE, GIFT AMOUNT, INTEREST AMOUNT, RENTAL AMOUNT, and SETTLEMENT/AWARD AMOUNT. The cursor is positioned on the first record (APP). At the bottom, there is a status bar with "<Show Keys=KP1> <Exit=Esc X>" and a footer with "v Char Mode: Replace Page 1" and "Count: 10".

Code	Description
APP	APPRAISAL AMOUNT
BID	BID AMOUNT
BND	BOND AMOUNT
BNS	BONUS BID AMOUNT
DEP	DEPOSIT AMOUNT
FFE	FILING FEE
GFT	GIFT AMOUNT
INT	INTEREST AMOUNT
ATL	RENTAL AMOUNT
SAA	SETTLEMENT/AWARD AMOUNT

Figure 8 - Money Type LOV Screen (DICT143F)

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved values.

Follow the standard query procedures to query a particular code.

Example:

Press ENTER QUERY.

Press NEXT FIELD to move the cursor into the Description field.

Type %INTEREST% in the Description field.

Press EXECUTE QUERY.

The INT appears in the Code field with INTEREST AMOUNT in the Description field.

Press NEXT FIELD to retrieve the selected code.

Press EXIT to return to the form without retrieving any values.

NOTE:

The Money Amount field is not accessible on this form. The System automatically completes this field based on the information entered on the action record page of the Establish Block of New Cases Form (CASE155F).

Money Amount - This mandatory 14-digit field contains the amount of money received or refunded by the BLM in the transaction reflected in the current money record. This field contains nine spaces for a whole number (with separating commas), a decimal place, and two spaces for the cents.



Press **COMMIT** to save the transactions and generate a new accounting advice number.

When you press **COMMIT**, the following message appears in the message line and the cursor moves into the Print field on page three:

**Transaction completed - 4 records
processed**

This page intentionally left blank.

5.4 Generate Accounting Advice (CASE156F - Page 3)

The third page of the Generate Accounting Advice Form (CASE156F), shown in Figure 9, notifies the user as to how many accounting advice records are transacted as part of this receipt, and permits the user to print the receipt, view the case serial numbers recorded on the receipt and see the generated accounting advice number. All of this information also prints on the receipt.

The first field on this form, Accounting Advice Number, is not accessible to the user, but displays pertinent information prior to printing the receipt.

Accounting Advice Number - This seven-digit field displays the System-generated accounting advice number assigned to this receipt and saved in the

CASE156F		BLM Interim LIS			13-JUL-92	
Accounting Advice - Report						
Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix	
Beginning	AK	FF		084864		
Ending	AK	FF		084864		
Acct Adv Num 0000895						
Do you want to print an accounting advice receipt? <input type="checkbox"/>						
Destination <input type="text"/>						
<Show Keys=KP1> <Exit=Esc X> <Commit=KP0>						
Transaction completed -- 2 records processed.						
Char Mode: Replace			Page 4		Count: *0	

Figure 9 - Accounting Advice - Not Case Related Form (CASE141F - Page 3)

Accounting Advice Number field of each case specified in the range on page one for each action record entered on this receipt.

Print - This field allows you to specify whether you want to print the receipt information generated from the entered accounting advice information.

When you access the Print field, the following message appears in the message line:

**Enter Y to generate a printed report;
otherwise enter an N**



Type **Y** if you want to print the receipt, or **N** to exit the form. Press **NEXT FIELD** to execute your choice.

If you enter **Y**, the cursor continues to the Destination field. If you enter **N** and press **NEXT FIELD** the System returns to the last accessed menu.

If you enter an invalid character or leave the field blank, the following message appears in the message line:

**ERROR: Invalid answer --
Please enter Y or N**

Destination - This field contains a default code to your local receipt printer. **LOV** contains additional printer codes.



Accept the default printer code, overwrite the displayed code, or press **LOV** for a list of valid printer codes.

If you enter an invalid printer code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the appropriate printer ID, press **LOV** to obtain an on-line list of codes.

LOV ♥

When you access the Printer ID LOV Screen (DICT147F), Figure 10, the cursor appears in the Printer ID field.

*Use the **NEXT/PREVIOUS RECORD** and **NEXT/PREVIOUS SET** keys to scroll through the valid codes.*

*You may also query a particular value following **ENTER/EXECUTE QUERY** procedures.*

DICT147F		BLM Interim LIS Printer ID	21-MAY-92
Printer ID	Width	Description	
DIREP	132	ELDG 50 HOTLINE AREA	
NARROW	30	NARROW PRINTER FOR TEST	
FR0	132	ELDG 53 HIGH SPEED PRINTER	
<Show> Keys=KP1> <Exit>=Esc X>			
Char Mode: Replace Page 1		Count: *3	

Figure 10 - Printer ID LOV Screen (DICT147F)

Press **ENTER QUERY** to clear the columns and place your cursor in the first record of the Printer ID field. Use the **NEXT FIELD** key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys.

Press **NEXT FIELD** to retrieve the selected code.

Press **EXIT** to return to the form without retrieving any of the displayed values.



Press **NEXT FIELD** to print the receipt. The following message appears in the message line:

**RECEIPT request 169 added to queue,
1 records**

The request number identifies the number in the System of the receipt requested, and notes that this request is in the print queue.

The System clears the form and returns to the last accessed menu.

This page intentionally left blank.

5.5 Add Action Records to a Range of Serial Numbers (CASE153F)

The Add Action Records to a Range of Serial Numbers Form (CASE153F) contains two pages of entry fields for you to add action records simultaneously to multiple cases, in a consecutive range within the System, which all have the same case type.

When you select the Add Action Records to a Range of Serial Numbers option from the Restricted Case Processing Menu, the Add Action Records to a Range of Serial Numbers Form (CASE153F) appears, as shown in Figure 1, with your cursor in the Geo State field of the first case serial number.

Detailed descriptions and appropriate field data precede the entry instructions for each field. The *Interim System Reference Guide* glossary contains additional field descriptions.

CASE153F		BLM Interim LIS			13-JUL-92	
Add Action Records for Range of Serial Numbers - Selection Criteria						
Lower Limit	Geo State	Land Ofc	Prefix	Ser Num	Suffix	
	■	■	■	■	■	
--And--						
Upper Limit	Geo State	Land Ofc	Prefix	Ser Num	Suffix	
	■	■	■	■	■	
Case Type ■						
This form adds Action records to a range of Serial Numbers. All Serial Numbers must have the same Geographic State and Land Office, and all cases must be the same Case Type.						
<Show Keys=KP1> <Exit=Esc X>						LOV
Char Mode: Replace Page 1 Count: *0						

Figure 1 Add Action Records to a Range of Serial Numbers Form (CASE153F)

There are two Case Serial Number fields to complete on the first page of the Add Action Records to a Range of Serial Numbers Form (CASE153F). All of the case serial numbers in the range must have the same geographic state, land office and case type.

When you enter the first case serial number, the Geo State and Land Office fields copy into the second case serial number.

NOTE:

Enter the lower case serial number first, then the higher case serial number in the second group of fields.

Case Ser Num (Case Serial Number) - This group of fields includes the Geo State, Land Ofc, Prefix, Ser Num and Suffix fields. Each land, mineral and mining claim case must have a unique case serial number within the automated systems of the BLM.

Examples:

W	Y	W	_	_	_	6	0	0	4	7	8	_	_	
A	K	F	F	_	_	0	4	3	8	7	4	_	_	
M	T	B	L	M	A	0	0	2	4	7	6	3	_	_

Where the _ denotes a blank space in the case serial number.



Type the appropriate geographic state abbreviation. Press NEXT FIELD to continue to the Land Office field.

If you enter an invalid geographic state, the following message appears in the message line:

ERROR: Invalid Geo State

LOV ♥

Press LOV to obtain an on-line list of valid geographic state abbreviations.



Type the land office or mining claim designation beginning on the left side of the Land Office field, leaving unused positions blank. Press NEXT FIELD to continue to the Prefix field.

If you enter an invalid land office code, the following message appears in the message line:

ERROR: Invalid Land Office

LOV ♥

Press LOV to obtain an on-line list of valid land office codes for the entered geographic state.

NOTE:

Only certain land and mineral case types prior to 1966 use the Prefix field.



Type zero or leave the Prefix field blank. Press NEXT FIELD to continue to the Serial Number field.

If you enter an invalid prefix, the following message appears in the message line:

ERROR: Only 0 or blank allowed



Type the serial number beginning on the left side of the Ser Num field, leaving unused positions blank. Press NEXT FIELD to continue to the Suffix field.

Type the suffix, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue to the Prefix field of the second Case Serial Number field.

Follow the above instructions to enter the high end of the case serial number range to which you want to add action records.

NOTE:

You can enter closed case serial numbers in the range, but not voided or invalid ones.

If voided or invalid cases are within the specified range, the System automatically skips these cases when updating the action records so that new records are not added to these cases.



Press NEXT FIELD to continue to the Case Type field when you enter the suffix, if appropriate, for the second case serial number.

NOTE:

All cases in the range must be of the same case type.

DE 2961
or...
LOV ♥

Case Type - This six-digit field contains the BLM code used to identify the type of case, e.g., 311111 - O&G Public Lease. Data Element 1775/2961 and LOV contain valid case type codes.



Type the case type for the cases entered in the range. Press NEXT FIELD to continue to the Action Date field on page two.

If you enter an invalid case type for the cases in the range, the following message appears in the message line:

ERROR: Invalid Case Type

If you do not know the appropriate case type code for your case, press LOV to access an on-line list of valid codes.

LOV ♥

When you access the Case Type LOV screen, Figure 2, your cursor appears in the first record of the Code (Case Type Code) column.

DICT102F		BLM Interim LIS	03-JAN-91
		Case Type (2961)	
Code	Description	Legal	
000000	PUBLIC LAND (NO ACTION)	SYSTEM ASSUMES ALL LAND ORIGINALLY OWNED	
000001	AREA-ORIGINAL 13 STATES	PRESENT AREA ORIGINAL THIRTEEN STATES	
000002	NORTHWEST TERRITORY	CESSIONS TO THE UNITED STATES FROM THE	
000003	NORTH CAROLINA-TENNESSEE	CESSION TO THE UNITED STATES ON	
000004	LOUISIANA PURCHASE-1803	PURCHASED FROM FRANCE ON APRIL 30, 1803	
000005	RED RIVER-1818	CEDED BY GREAT BRITAIN BY CONVENTION OF	
000006	FLORIDA-1822	TREATY WITH SPAIN ON FEBRUARY 22, 1819	
000007	TEXAS-1845	REPUBLIC OF TEXAS RECOGNIZED AND ANNEXED	
000008	OREGON COMPROMISE-1846	OREGON COMPROMISE WITH GREAT BRITAIN ON	
000009	TREATY WITH MEXICO-1848	TREATY WITH MEXICO ON FEBRUARY 2, 1848	
<Show Keys=F1> <Exit=Shift-F10>			
v Char Mode: Replace Page 1		Count: 10	

Figure 2 Case Type LOV Screen

There are three fields in the Case Type LOV screen, Code (Case Type Code), Description (Case Type code description), Legal (legal explanation of the Case Type code). Use the NEXT/PREVIOUS RECORD keys or the NEXT/PREVIOUS SET keys to scroll through the available options.

You may also *ENTER* and *EXECUTE* a query within the Case Type LOV screen.

Press the *ENTER QUERY* key on your keyboard to clear the fields and place the cursor in the code field. Note that the words *ENTER QUERY* appear in the status line across the bottom of the screen.

Use the *NEXT FIELD* key to move the cursor from one field to the next.

Type your query parameters, using the wildcard character, %, as needed.

Press the *EXECUTE QUERY* key to query the database for data matching the parameters you entered.

LOV Example:

Code	Description	Legal
-------------	--------------------	--------------

3841%		
--------------	--	--

Type *3841%*, designating the first four numbers for a mining claim case type, in the Code field.

Press the *EXECUTE QUERY* key to query the database for matching responses within these fields.

Use the *NEXT/PREVIOUS RECORD* and *NEXT PREVIOUS SET* keys to scroll through the values returned in response to your query.

Note that only one line of legal test appears for each case type. Refer to Data Element 2961 for additional legal descriptions.

Press *NEXT FIELD* to retrieve the selected code.

Press *EXIT* to quit the LOV screen without retrieving any of the displayed values.

If you enter an invalid range, e.g., the higher case serial number is in the first group of fields and the lower is in the second group of fields, the following message appears in the message line:

Query caused no records to be retrieved.

When you enter a valid range of cases and a valid case type for the range of cases, the cursor continues to the Action Date field on page two.

This page intentionally left blank.

5.5 Add Action Records to a Range of Serial Numbers (CASE153F - Page 2)

This page of the Add Action Records to a Range of Serial Numbers Form (CASE153F) allows you to enter brief action information including: action date, action code, pending entity and other pending entity for a range of case serial numbers.

When you access the second page of the Add Action Records to a Range of Serial Numbers Form (CASE153F), the page displayed in Figure 3 appears with the cursor in the Action Date field.

NOTE:

All action records entered on this page and the comprehensive page will be added to each case specified in the range on page one.

CASE153F		BLM Interim LIS				13-JUL-92	
Add Action Records for Range of Serial Numbers (Brief)							
Case Type		311111					
Serial Num Range:		AKFF 084777		To	AKFF 084781		
Act Date	Act Code	Act Rmks	BLM Pend Enty	Other Pend Enty	Ofc Code	Emp Intl	B/C
<Show Keys=KP1> <Exit=Esc X> <Add Another Record=KP6>							
Field must be entered.							
Char Mode: Replace Page 2				Count: *0			

Figure 3 Add Action Records to a Range of Serial Numbers (CASE153F - Page 2)

Detailed field descriptions and entry information for the fields on this page precede the entry instructions. The *Interim System Reference Guide* contains additional field descriptions.

Complete the fields as described in this section of the documentation.

NOTE:

You cannot change or delete existing action records in the cases specified in the range; existing action records are not displayed on this form.

DE 0066
or...
LOV ♥

Act Date (Action Date) - This mandatory 11-character field contains the date the identified action took place. This field uses the standard date format: day, month, year sequence, DD-MON-YYYY. When entering the action date, type the entire date, including zeros and hyphens to separate the elements. The range of allowable dates is 04-JUL-1776 through 01-JAN-4444. Use Data Element 0066 to obtain appropriate abbreviations for each month.

Example:

Enter January 7, 1979 as 07-JAN-1979.



Type the action date and press NEXT FIELD to continue to the Action Code field.

If you enter the action date using an invalid date format, an invalid day, month or year, one of these error messages appears in the message line:

Date format is DD-MON-YYYY

Date must be between 1 and last of month

Not a valid month name

Year must be 00-99 or 1000-4712

ERROR: Invalid date

**DE 1775/
2960**
or...
LOV ♥

Act Code (Action Code) - This three-digit numeric field identifies steps or actions taken to effect change and/or notations to a case. Data Element 1775/2960 and LOV contain appropriate action codes for the case type specified.

Keep in mind that each case type allows only certain action codes. The Case Type/Action Code Matrix (LOV) indicates if an action code changes the case status and if so, which status; which codes allow a 2nd date entry; and which type of 2nd date, and which codes require a pending entity. (Pending entity requirements are determined by each state.)

NOTE:

Refer to the Action Code Matrix (LOV) to determine if your action code allows a second date.

If necessary, identical action dates and codes can be added to the System.

Example:

01/04/1990 153 REPORT REQUESTED

(From District Office)

01/04/1990 153 REPORT REQUESTED

(From Forest Service)



Type the action code and press NEXT FIELD to continue to the Action Remarks field.

If you attempt to add a money action, the following message appears in the message line:

**ERROR: This Action Code is a money action;
must enter using Acct Advice**

NOTE:

You cannot add a duplicate record of certain action codes, e.g., B52 – Location Notice Filed for mining claims case types. Nor can you add money actions using this form. Please refer to the Accounting Advice documentation for information on adding and updating money activities.

If you enter an invalid action code for the case type, the following message appears in the message line:

ERROR: Invalid Action Code for Case Type

Press LOV to obtain an on-line list of valid action codes for the case type if you do not know the appropriate code.

NOTE:

Within the Action Code LOV screen, the Date Type field identifies action codes which allow a second date and second date type.

If the second date type is 70 - **Multiple**, you may choose from several or all second date types for the specific action code/record, e.g., **Action 328 - PLAN OPER/EXPL/DEV FILED** allows any one of three second date type codes: 03 - **approved**, 06 - **Denied**, 23 - **Withdrawn**.

Refer to the Second Date Type field LOV screen for valid codes.

LOV ♥

When you access the Action Code LOV Screen, Figure 4, from the Action Code field, all valid action codes for the specified case type appear in the Action Code Matrix with the cursor in the Case Type field.

The screenshot displays the 'DICT103F' screen titled 'BLM Interim LIS Case Type/Action Code (2952)' with a date of '16-APR-92'. It contains a table with columns: Case Type, Act, Description, Pend, Status, Form, and Screen. The table lists three action codes: 001 (CASE ESTABLISHED), 060 (BONUS BID REFUNDED), and 065 (NON-REFUNDABLE PYMT RECD). Each row also includes fields for Date Type, Money Cat, Money Type, Fund Code, and Fund Symbol. At the bottom, there are navigation instructions: '<Show Keys=KPI> <Exit=Esc X>' and a status bar showing 'v Char Mode: Replace Page 1 Count: 3'.

Case Type	Act	Description	Pend	Status	Form	Screen
000445	001	CASE ESTABLISHED		02		
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol		
		FFE				
000445	060	BONUS BID REFUNDED		02		
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol		
		3NE				
000445	065	NON-REFUNDABLE PYMT RECD		02		
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol		
		FFE				

<Show Keys=KPI> <Exit=Esc X> LOV

v Char Mode: Replace Page 1 Count: 3

Figure 4 Case Type/Action Code LOV Screen (DICT103F)

Use the NEXT/PREVIOUS RECORD keys and the NEXT/PREVIOUS SET keys to scroll through the valid action codes displayed on the LOV screen.

The Pend field identifies whether or not a pending entity is required.

The Status field identifies action codes which change the case status.

The Form field identifies subsystems within Interim which you may access for this action.

The Screen field indicates whether or not using this action code results in a default to the comprehensive or brief action page in the B/C field on the brief action record page. Each state controls the values in this field.

The Date Type field specifies which second date type, if any, may be used with the action code.

The Money Cat field contains an M if the Action Code allows money entry.

The Money Type, Fund Code, and Fund Symbol fields contain codes associated with money actions for accounting advice purposes.

You may also query a particular value following the ENTER / EXECUTE QUERY procedures.

Press ENTER QUERY to clear the fields and place your cursor in the Case Type field. The Case Type code remains, as in most cases you will want to query only action codes that match the case type identified for the case. Use the NEXT FIELD key to move the cursor from field to field.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Use the wildcard character with discretion, as broad queries, using more than one or two wildcard characters, may deteriorate System performance.

Press EXECUTE QUERY to retrieve data that match your query parameters.

LOV Example:

Press ENTER QUERY.

Use the NEXT FIELD key to move the cursor to the Description field.

Type P% in the Description field, with 311111 Case Type remaining in the Case Type field.

Press EXECUTE QUERY.

All codes with a description beginning with P and their corresponding codes appear in the fields.

Locate the desired value using the NEXT/PREVIOUS RECORD keys, moving the cursor vertically through the values.

Press NEXT FIELD to retrieve the selected code.

Press EXIT to exit the LOV screen without retrieving any of the displayed values.

NOTE:

If you want to access the comprehensive page quickly, e.g., from the Action Code field of a record, simply press NEXT BLOCK rather than pass through each field on the brief page. PREVIOUS BLOCK from the comprehensive page returns the cursor to the Action Date field of the current record.

DE 1775

Act Rmks (Action Remarks) - This optional 21-character alphanumeric field has a free format. If the action remarks exceed 21 characters, enter additional remarks using the Update General Remarks Form - (CASE103F). Action remarks and general remarks can be tied together by using an alphanumeric character enclosed in slash marks, /A/, /01/, etc....

NOTE:

Action codes frequently require structured action remarks. Check Data Element 1775 to ensure correct entries in this field.

Some information entered in action remarks of older automated recordation systems (i.e., Case Recordation, Mining Claims, ORCA) is now entered directly into fields on the Action Record Page - Comprehensive (CASE127F - Page 2), e.g., money amount, assessment year, county recordation information and document number.

Use the Update Units/Commodity Form (CASE104F) to enter other information, e.g., right-of-way width and length, mineral material contracted and produced, etc....



Type the action remarks following the procedures in Data Element 1775. Press NEXT FIELD to continue to the BLM Pending Entity field.

NOTE:

You may not enter information in both the BLM Pending Entity and Other Pending Entity fields for the same action record. If you accidentally type a code in the BLM Pending Entity field and meant to type the code in the Other Pending Entity field, press PREVIOUS FIELD to return the cursor from the B/C field to the Other Pending Entity field. The System automatically deletes the data in the BLM Pending Entity field when you enter data in the Other Pending Entity field.

DE 0419
Or...
LOV ♥

BLM Pend Enty (BLM Pending Entity) - This 13-character alphanumeric field identifies the BLM office that currently has the action on the case. Data Element 0419 and LOV contain valid BLM pending entity codes.

Leave the BLM Pending Entity field blank and press NEXT FIELD to continue to the Other Pending Entity field.



Type the BLM pending entity if appropriate. Press NEXT FIELD to continue to the B/C field.

If you enter an invalid BLM pending entity code, the following message appears in the message line:

ERROR: Invalid Pending Entity

If you do not know the correct BLM pending entity code, press LOV to access the BLM Organization Unit LOV screen.

LOV ♥

When you access the BLM Organization Unit (Pending Entity) LOV Screen, Figure 5, from the BLM Pending Entity field, all valid codes appear, with your cursor in the Code field.

Use the NEXT/PREVIOUS RECORD keys and the NEXT/PREVIOUS SET keys to scroll through the valid codes displayed on the LOV screen.

You may also query a particular value following the ENTER / EXECUTE QUERY procedures.

Press ENTER QUERY to clear the fields and place your cursor in the Code field. Use the NEXT FIELD key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

BLM Interim LIS		15-APR-93
BLM Organization Unit (0419)		
Code	Name	
AK	ALASKA	
AK00000031	ALASKA FIRE SERVICE	
AK0000003101	ALASKA FIRE SVC MGRS OFC	
AK000000311	FIRE COORDINATION OFFICE	
AK0000003112	SITUATIONS/INTELLIGENCE STAFF	
AK0000003113	DISPATCH STAFF	
AK0000003114	LOGISTICS STAFF	
AK00000032	DIVISION OF FIRE SERVICES	
AK000000321	GR OF BASE SERVICES	
AK0000003213	TRANSP & BARRACKS SECT	

<Show Keys=KP1> <Exit=Esc X>

Char Mode: Replace Page 1 Count: 18

Figure 5 BLM Organization Unit LOV Screen (DICT105F)

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

LOV Example:

Press **ENTER QUERY**.

Type **AK%** in the Code field.

Press **EXECUTE QUERY**.

All codes within Alaska (AK) and their corresponding names appear in the fields.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to retrieve the selected value.

Press **EXIT** to exit the LOV screen without retrieving any of the displayed values.

DE 2929
or...
LOV ♥

Other Pend Enty (Other Pending Entity) - This eight-character alphanumeric field identifies the office, outside BLM, that currently has the action on the case. Data Element 2929 and LOV contain valid pending entity codes.

Leave the Other Pending Entity field blank and press **NEXT FIELD** to continue to the B/C field without entering either pending entity code.



Type the other pending entity, if appropriate. Press **NEXT FIELD** to continue to the Office Code field.

If you enter an invalid pending entity code, the following message appears in the message line:

ERROR: Invalid Pending Entity

If you do not know the appropriate other pending entity code, press LOV to access the Other Pending Entity code LOV screen.

LOV ♥

When you access the Administrative Agency (Pending Entity) LOV Screen, Figure 6, from the Other Pending Entity field, all valid codes appear with the cursor in the Code field.

The screenshot shows a terminal window titled "DICT135F" with a header "BLM Interim LIS Administrative Agency (2929)" and a date "27-APR-92". The main area displays a list of codes and names:

Code	Name
10	DEPT OF AGRICULTURE
10000000	FOREST SERVICE
10010000	NORTHERN REGION - USFS
10010200	BEAVERHEAD NF
10010201	WILLON RD
10010202	WISE RIVER RD
10010203	WISDOM RD
10010206	SHERIDAN RD
10010207	MADISON RD
10010300	WITTERROOT NF

Below the list, there is a status bar with the text "<Show Keys=KP1> <Exit=Esc X>". At the bottom, a footer shows "v Char Mode: Replace Page 1" and "Count: 10".

Figure 6 Administrative Agency LOV Screen (DICT135F)

Use the NEXT/PREVIOUS RECORD keys and the NEXT/PREVIOUS SET keys to scroll through the valid codes.

You may also query a particular value following the ENTER / EXECUTE QUERY procedures.

Press ENTER QUERY to clear the fields and place your cursor in the Code field. Use the NEXT FIELD key to move the cursor from field to field.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press EXECUTE QUERY to retrieve data that match your query parameters.

LOV Example:

Press ENTER QUERY.

Press the NEXT FIELD key to move the cursor into the Name field.

Type FOREST% in the Name field.

Press EXECUTE QUERY.

All codes containing FOREST in their name descriptors and their corresponding codes appear in the fields.

Locate the desired value using the NEXT/PREVIOUS RECORD keys, moving the cursor vertically through the values.

Press NEXT FIELD to retrieve the selected code.

Press EXIT to exit the LOV screen without retrieving any of the displayed values.

Ofc Code (Office Code) - This optional four-character alphanumeric field identifies your office or the office of the employee who made the decisions regarding the action record entered for the case(s).



Type the appropriate office code. Press NEXT FIELD to continue to the Employee Initials field.

Empl Intl (Employee Initials) - This three-character alphabetic field contains your initials or the initials of the employee who made the decisions regarding the codes entered for this case.

If you attempt to bypass this field, the following message appears in the message line:

ERROR: Mandatory field must be entered



Type the employee initials. Press NEXT FIELD to continue to the B/C field.

B/C (Brief/Comprehensive) - This single-character field prompts the System to continue to the Action Record Page - Comprehensive (CASE153F - Page 3) or remain on the Action Records Page - Brief (CASE153F - Page 2) to enter additional action records. The System defaults this field to B for most action codes. You may change this code or accept the default.



Type B to continue entering action records for the case(s).

Type C to continue to the comprehensive page and add more information to the current action record.

Continue to the Add Actions to a Range of Serial Numbers Form - Comprehensive (CASE153F - Page 3) documentation if you entered C.

When you complete your action record additions, press the COMMIT key. The System displays the following message in the message line:

Action records have been inserted into serial number range.

The System returns the cursor to the Geo State field of the case serial number. You may now enter a new case serial number range to add action records, or press EXIT to exit the form.

WARNING:

The program does not ask if you want to save your changes before exiting. Press COMMIT to save any changes made before you press EXIT.



Press EXIT to quit the Add Action Records to a Range of Serial Numbers Form (CASE153F) and return to the last accessed menu

This page intentionally left blank.

5.5 Add Action Records to a Range of Serial Numbers (CASE153F - Page 3)

Use this page to enter information regarding a particular action record entered on the brief page. Information entered on the Comprehensive page includes 2nd date, 2nd date type, parcel code, document type and number, etc....

When you access the Add Action Records to a Range of Serial Numbers - Comprehensive Form (CASE127F - Page 2), as shown in Figure 7, the cursor appears in the Second Date field or possibly one of the other fields depending upon the case type and action code. The System carries forward the case serial number range, the action date and action code from the brief page.

To return to the brief page, press PREVIOUS FIELD or PREVIOUS BLOCK. You may use the PREVIOUS/NEXT RECORD keys to move back to the brief page if a previous or next record exists.

CASE153F		BLM Interim LIS		13-JUL-92	
Add Action Records for Range of Serial Numbers (Comprehensive)					
Case Type		311111			
Serial Num Range:		AKFF	084777	To	AKFF 084781
Act Date		01-JAN-1992	Act Code 001 APPLICATION RECEIVED		
2nd Date	T	Money Amt			
2nd Date Type	T				
Rept Num	F	Doc Type	+	-- Alaska --	
Book Num	F	Doc Num	+	Par Code	
Page Num	F	Assmt Yr	+		
Vol ID	F	Aband Yr	+		
		Ofc Code		Empl Intl	TG
					LOV
Char Mode: Replace Page 3 Count: *0					

Figure 7 Add Action Records to a Range of Serial Numbers - Comprehensive
(CASE153F - Page 3)

NOTE:

Depending upon the case type and the case type/action combination of the current record, the System may not allow you to access and/or enter data in certain fields, e.g., only mining claim case types access the Assessment Year and Abandonment Year fields.

Complete the appropriate fields as described in the following documentation.

2nd Date (Second Date) - This optional field contains the completion date of the current action, e.g., date received. Second date codes do not change the case status. This 11-digit field contains the date in the standard date format, **DD-MON-YYYY**. The range of allowable dates is **04-JUL-1776** through **01-JAN-4444**. The System allows entry of a second date only with certain action codes; check the Date Type field description on the Case Type Action Code Matrix LOV Screen (accessible from the Action Code field).

Example:

Enter February 1, 1985 as 01-FEB-1985.



Type the second date. Press **NEXT FIELD** to continue to the Second Date Type field.

If you enter an invalid date, or portion of the date, one of the following messages appears in the message line:

ERROR: Invalid date
Day must be between 1 and last of month
Not a valid month name
Must be in range 04-JUL-1776 to 31-DEC-4444
Date format is DD-MON-YYYY

If you do not enter a second date, the cursor skips the 2nd Date Type field.

DE 2967
Or...
LOV ♥

2nd Date Type - This two-character numeric field identifies the type of second date action (e.g., received, approved, etc...). If you enter a second date, you must enter a second date type. Data Element 2967 and LOV contain valid second date type designations.

If an action code allows a second date, you may enter a second date type without entering a second date.

NOTE:

Several action codes allow usage of any one of a set of 2nd date types. The Date Type LOV Screen identifies these with the 2nd date type 70 in the Date Type field.

If you enter a second date, the second date type is required. If you attempt to bypass the 2nd Date Type field after entering a second date, the following message appears in the message line:

ERROR: Mandatory field has not been entered



Type the second date type, if appropriate. Press NEXT FIELD to continue to the next field.

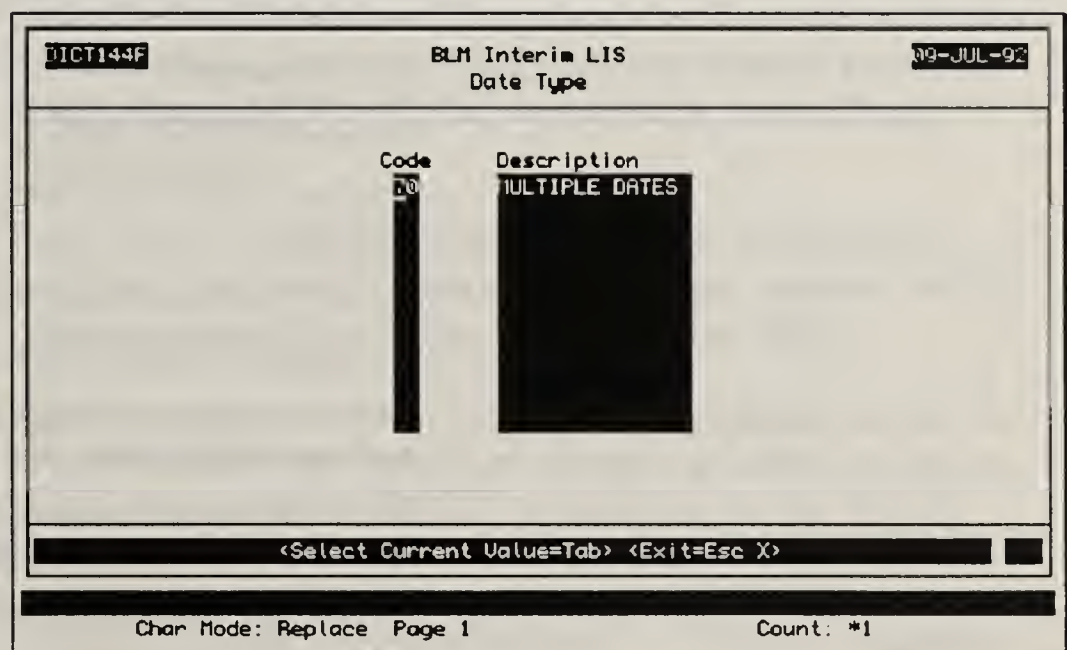
If you enter an invalid code this message appears in the message line:

ERROR: Invalid Action Date Type

If you do not know the 2nd date type, press LOV to access an on-line list of valid codes.

LOV ♥

When you access the 2nd Date Type LOV Screen, Figure 8 from the 2nd Date Type field, all valid 2nd Date Type codes appear with the cursor in the first position of the Code field.



Code	Description
70	MULTIPLE DATES

<Select Current Value=Tab> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *1

Figure 8 Date Type LOV Screen (DICT144F)

If your action code allows one of a choice of second date types, the Date Type LOV screen contains the 70 - Multiple code in the Code field. Press NEXT FIELD to view, query and access the allowable 2nd date types for the action code, shown in Figure 9.

Use the **NEXT / PREVIOUS RECORD** keys and the **NEXT / PREVIOUS SET** keys to scroll through the valid Date Type codes displayed on the LOV screen.

DICT121F		BLM Interim LIS	09-JUL-92
		Date Type	
Code	Description		
01	ACCEPTED		
02	ACKNOWLEDGED		
03	APPROVED		
04	COMPLETED		
05	CORRECTED		
06	DENIED		
07	DISMISSED		
08	EFFECTIVE		
09	EXPIRES		
10	EXTENDED		
<Show Keys=KP1> <Exit=Esc X>			
v Char Mode: Replace Page 1		Count: 10	

Figure 9 Date Type LOV Screen (DICT121F)

You may also query a particular value following the **ENTER / EXECUTE QUERY** procedures.

Press **ENTER QUERY** to clear the fields and place your cursor in the Date Type Code field. Use the **NEXT FIELD** key to move the cursor from field to field.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

LOV Example:

Press **ENTER QUERY**.

Use the **NEXT FIELD** key to move the cursor to the Description field.

Type **R%** in the Description field.

Press **EXECUTE QUERY**.

All codes with a description beginning with **R** and their corresponding codes appear in the fields.

Locate the desired value using the **NEXT / PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to retrieve the selected code.

Press **EXIT** to exit the LOV screen without retrieving any of the displayed values.

NOTE:

You may not access the Money Amount field on this form.

Money Amt - This display-only, 13-digit numeric field contains monies related to the action identified by the action code within an established accounting advice receipt.

Rcpt Num (Reception Number) - This ten-character alphanumeric field identifies the miscellaneous sequential number assigned to the recorded document by the county courthouse or recording district. It may be used in conjunction with the Volume Identification field.



Type the reception number, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue to the Book Number field.

Book Num (Book Number) - This five-character alphanumeric field identifies the county or recording district book number that contains recordation information concerning the document identified by the action code.



Type the book number, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue to the Page Number field.

Page Num (Page Number) - This six-character alphanumeric field identifies the page number within the book specified in the Book Number field.



Type the page number, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue to the Vol ID field.

Vol ID (Volume Identification) - This six-character alphanumeric field identifies the volume number of the recordation book assigned by the county courthouse or recording district (identified in the Book Number field).



Type the volume identification, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue to the Document Type field.

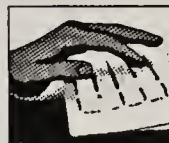


NOTE:

The Doc Type and Doc Number fields combined make up the old ten-character conveyance prefix and number for Alaska.

DE 2577
or...
LOV ♥

Doc Type (Document Type) - This optional two-character alphabetic field identifies the type of document being issued (e.g., patent, quit claim deed, etc...). Data Element 2577 and LOV contain appropriate designations.



Type the document type designation, if appropriate. Press NEXT FIELD when finished to continue to the Document Number field.

If you enter an invalid document type, this message appears in the message line:

ERROR: Invalid Document Type

If you do not know the appropriate document type, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Document Type LOV Screen, Figure 10 from the Document Type field, all valid codes appear with the cursor in the first position of the Code field.

DICT120F		BLM Interim LIS	09-JUL-92
		Document Type (2577)	
Code	Description		
AC	ACT OF CONGRESS		
AG	AGREEMENT		
AN	AIR NAVIGATION ORDER		
AP	APPEAL		
AS	ASSIGNMENT		
BO	BLM ORDER		
BS	BARGAIN AND SALE DEED		
CA	COOPERATIVE AGREEMENT		
CD	CONDEMNATION DEED		
CL	CLEAR LIST		
<Select Current Value=Tab> <Exit=Esc X>			
v Char Mode: Replace Page 1		Count: 10	

Figure 10 Document Type LOV Screen (DICT120F)

Use the **NEXT/PREVIOUS RECORD** keys and the **NEXT/PREVIOUS SET** keys to scroll through the valid document type codes .

You may also query a particular value following the **ENTER / EXECUTE QUERY** procedures.

Press **ENTER QUERY** to clear the fields and place your cursor in the Code field. Use the **NEXT FIELD** key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Use the wildcard character with discretion, as broad queries, using more than one or two wildcard characters, may deteriorate System performance.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

LOV Example:

Press **ENTER QUERY**.

Use the **NEXT FIELD** key to move the cursor to the Description field.

Type **R%** in the Description field.

Press **EXECUTE QUERY**.

All codes with a description beginning with **R** appear in the fields.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to retrieve the selected code.

Press **EXIT** to exit the LOV screen without retrieving any of the displayed values.

Doc Num (Document Number) - This eight-character alphanumeric field identifies the document number (e.g., patent number, deed number, etc...) of the document identified in the Document Type field. A document type must exist for the current action record before the System allows entry of a document number.



Type the document number, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press **NEXT FIELD** to continue.

NOTE:

If your case type is not a mining claim or native allotment type, the cursor skips directly to the next record or the brief page, creating a new record for entry.



NOTE:

The Assessment Year and Abandonment Year fields are accessible only to specific actions within mining claims case types.

Assmt Yr (Assessment Year) - This optional two-digit field specifies the year in which assessment work was completed under the current action for that claim identified by the case.



Type the assessment year, e.g., 91, 79, etc..., if appropriate. Press NEXT FIELD to continue to create a new record on the brief page.

Abnd Yr (Abandonment Year) - This two-digit numeric field contains the year (e.g., 94) a mining claim is abandoned for the 890 - Abandon and Void Decision actions for mining claim cases.



Type the abandonment year if appropriate. Press NEXT FIELD to continue to create a new record on the brief page.



NOTE:

The Parcel Code field is for the entry of information specific to Native Allotment cases in Alaska. In all other states and case types, the system skips this field.

DE 1773
Or...
LOV ♥

Parcel Code - This one-character alphanumeric field identifies the native allotment parcel code. Allowable codes include A-Z and 0-9.



Type the parcel code, if appropriate. Press NEXT FIELD to continue to create a new record on the brief page.

If you enter an invalid parcel code, this message appears in the message line:

ERROR: Invalid parcel code

If you do not know the appropriate parcel code, press LOV to obtain an on-line list of valid codes.

Press **CREATE RECORD** or **NEXT FIELD** in the last accessible field to create a new record and place the cursor in the Action Date field. You can add as many records to this case as you wish in this fashion.

To return to the brief page without creating a new record, press **PREVIOUS/NEXT RECORD** (if they are previous or next records already in existence) or press **PREVIOUS BLOCK** or **PREVIOUS FIELD**.

When you complete your edits to the action data for the current case, press the **COMMIT** key. The System displays the following message in the message line:

**Action Records have been inserted into
Serial Number Range**

The cursor returns to the Geo State field of the case serial number. You may now enter a new case serial number to update action records or press **EXIT** to exit the form.

WARNING:

If you do not save your edits (press **COMMIT**) before exiting, all edits made since the last commit are lost.



Press **EXIT** to quit the Add Action Records to a Range of Serial Numbers Form (CASE153F) and return to the last accessed menu.

This page intentionally left blank.

5.6 Add General Remarks to Range of Serial Numbers (CASE154F)

The Add General Remarks to Range of Serial Numbers Form (CASE154F) contains one page of entry fields for you to add general remarks simultaneously to multiple cases, in a collective range, within the System.

When you select the Add General Remarks to Range of Serial Numbers option from the Restricted Case Processing Menu, the Add General Remarks to Range of Serial Numbers Form (CASE154F) appears, as shown in Figure 1, with your cursor in the Geo State field of the first case serial number.

CASE154F

BLM Interim LIS

27-MAR-92

Add General Remarks to a Range of Serial Numbers

Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix
Beginning					
Ending					

<Show Keys=KP1> <Exit=Esc X>

LOU

Char Mode: Replace Page 1

Count: *0

Figure 1 Add General Remarks to Range of Serial Numbers Form (CASE154F)

Detailed descriptions and appropriate field data precede the entry instructions for each field. The *Interim System Reference Guide* glossary contains additional field descriptions.

There are two Case Serial Number fields to complete across the top of the Add General Remarks to Range of Serial Numbers Form (CASE154F). All of the case serial numbers in the range must have the same geographic state and land office.

NOTE:

When using this form, you cannot insert general remarks into the existing remarks, i.e., the System appends any existing remarks with those entered on this form, adding the new remarks to the end of the existing remarks.

When you enter the first case serial number, the Geo State and Land Office fields copy into the second case serial number.

NOTE:

Enter the lower case serial number first, then the higher case serial number in the second group of fields.

Case Ser Num (Case Serial Number) - This group of fields includes the Geo State, Land Ofc, Prefix, Ser Num and Suffix fields. Each land, mineral and mining claim case must have a unique case serial number within the automated systems of the BLM.

Examples:

W	Y	W	_	_	_	_	6	0	0	4	7	8	_	_
A	K	F	F	_	_	_	0	4	3	8	7	4	_	_
M	T	B	L	M	A	0	0	2	4	7	6	3	_	_

Where the _ denotes a blank space in the case serial number.



Type the appropriate geographic state abbreviation. Press NEXT FIELD to continue to the Land Office field.

If you enter an invalid geographic state, the following message appears in the message line:

ERROR: Invalid Geo State

LOV ♥

Press LOV to obtain an on-line list of valid geographic state abbreviations.



Type the land office or mining claim designation beginning on the left side of the Land Office field, leaving unused positions blank. Press NEXT FIELD to continue to the Prefix field.

If you enter an invalid land office code, the following message appears in the message line:

ERROR: Invalid Land Office

LOV ♥

Press LOV to obtain an on-line list of valid land office codes for the entered geographic state.

NOTE:

Only certain land and mineral case types prior to 1966 use the Prefix field.



Type zero or leave the Prefix field blank. Press NEXT FIELD to continue to the Serial Number field.

If you enter an invalid prefix, the following message appears in the message line:

ERROR: Only 0 or blank allowed



Type the serial number beginning on the left side of the Ser Num field, leaving unused positions blank. Press NEXT FIELD to continue to the Suffix field.

Type the suffix, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue to the Prefix field of the second Case Serial Number field.

If you enter an invalid case serial number, the following message appears in the message line:

ERROR: Invalid Serial Number

Follow the above instructions to enter the high end of the case serial number range to which you want to add action records.

NOTE:

You can enter closed case serial numbers in the range, but not voided or invalid ones.

If voided or invalid cases are within the specified range, the System automatically skips these cases when updating the general remarks so that new records are not added to these cases.



Press NEXT FIELD to continue to the General Remarks field when you enter the suffix, if appropriate, for the second case serial number.

If you enter an invalid range, e.g., the higher case serial number is in the first group of fields and the lower is in the second group of fields, the following message appears in the message line:

ERROR: Invalid Range

When you press NEXT FIELD after entering a valid range of case serial numbers, the cursor moves into the first character of the first record in the General Remarks field.

NOTE:

Unlike the Update General Remarks Form (CASE103F), this form does not display existing remarks for the cases in the range, as each case may contain different general remarks.

General Remarks - This 52-character per record (line) alphanumeric field contains ten visible records. There is no limit to the number of records of remarks that you can have in the General Remarks field. The remarks remain in the file in the order you enter them on this form.

NOTE:

Remember, these remarks append to the end of the general remarks that already exist in the case file.



Type the general remarks you want to add to the cases identified in the specified range.

NOTE:

Be certain to enter them in the order you want them stored in the file.

When you reach the end of a record, you must press **NEXT FIELD** or **CREATE RECORD** to continue to the next line, as the System does not automatically wrap text from one line to the next.

If you are in Replace mode, noted in the status line, you overwrite the last character in the record.

If you are in Insert mode, the following message appears in the message line when you reach the end of the record:

Field is full. Can't insert character



Press **NEXT FIELD** or **CREATE RECORD** to create additional records for general remarks.

Use the **NEXT/PREVIOUS RECORD** keys to scroll through the records you create.

WARNING:

Until you press **COMMIT**, you may also press **DELETE RECORD** or **CLEAR RECORD** to remove a remark from the display field.

Edit the displayed remarks as needed prior to pressing **COMMIT**.



Press COMMIT to save the general remarks entered to each case identified in the range. The following message appears in the message line:

**Transaction completed –
% records processed**

When you commit the general remarks to the cases in the range, the cursor remains in the General Remarks field on the last entered record.

NOTE:

The remarks remain displayed in the General Remarks field. You may not edit, nor delete remarks entirely. You may create additional remarks; however, the System appends these to the end of all previously committed remarks.

If you attempt to delete or change a record you previously committed, and which still appears on the form, one of the following messages appears in the message line when you commit the changes:

**ERROR: No deletions allowed.
ERROR: No changes are allowed.**

Use the Update General Remarks Form (CASE103F) to change and delete previously committed records, or to insert a new record between two existing records (rather than simply appending the new record at the end of the records).



Press CLEAR RECORD to remove a displayed record from the form. This does not remove the record from the case(s) once it has been committed.

If you add to the previously committed remarks still displayed on the form, press COMMIT again to save the additional records.



Press EXIT to exit the form and return to the last accessed menu.

If you press EXIT without committing the remarks entered on this form, the following message appears in the status line:

Do you want to commit the changes
you have made?
Y



Press NEXT FIELD on the default Y to commit the additions displayed in the General Remarks field.

Type N and press NEXT FIELD to disregard the additional general remarks, leaving the case files unchanged from the last commit and exit to the last accessed menu.

If you accept the default Y, the System responds with the following message in the message line:

Transaction completed -
% records processed.
Press any function key to acknowledge
message.

Press a function key to acknowledge this message and return to the last accessed menu.

This page intentionally left blank.

5.7 Add General Remarks to Random Serial Numbers (CASE161F – Page 1)

The Add General Remarks to Random Serial Numbers (CASE161F – Page 1) contains one page to enter multiple serial numbers and one page of entry fields for you to add general remarks simultaneously to entered cases.

When you select the Add General Remarks to Random Serial Numbers option from the Restricted Case Processing Menu, the Add General Remarks to Random Serial Numbers (CASE161F – Page 1) appears, as shown in Figure 1, with your cursor in the Geo State field of the first case serial number.

Detailed descriptions and appropriate field data precede the entry instructions for each field. The *Interim System Reference Guide* glossary contains additional field descriptions.

CASE161F

BLM Interim LIS

29-MAY-92

Add General Remarks to Random Serial Numbers

Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix

<Show Keys=KP1> <Remarks Page=Esc B> <Exit=Esc X>

LOV

Char Mode: Replace Page 1

Count: *0

Figure 1 Add General Remarks to Random Serial Numbers Form (CASE161F – Page 1)

There are 14 Case Serial Number fields to complete on the first page of the Add General Remarks to Random Serial Numbers (CASE161F – Page 1).

NOTE:

When using this form, you cannot insert general remarks into the existing remarks, i.e., the System appends any existing remarks with those entered on this form, adding the new remarks to the end of the existing remarks.

Case Ser Num (Case Serial Number) - This group of fields includes the Geo State, Land Ofc, Prefix, Ser Num and Suffix fields. Each land, mineral and mining claim case must have a unique case serial number within the automated systems of the BLM.

Examples:

```
W Y W _ _ _ _ 6 0 0 4 7 8 _ _  
A K F F _ _ _ 0 4 3 8 7 4 _ _  
M T B L M A 0 0 2 4 7 6 3 _ _
```

Where the _ denotes a blank space in the case serial number.

If you attempt to bypass the Case Serial Number fields, the following message appears in the message line:

Mandatory field has not been entered



Type the appropriate geographic state abbreviation. Press NEXT FIELD to continue to the Land Office field.

If you enter an invalid geographic state, the following message appears in the message line:

ERROR: Invalid Geo State

LOV ♥

Press LOV to obtain an on-line list of valid geographic state abbreviations.



Type the land office or mining claim designation beginning on the left side of the Land Office field, leaving unused positions blank. Press NEXT FIELD to continue to the Prefix field.

If you enter an invalid land office code, the following message appears in the message line:

ERROR: Invalid Land Office

LOV ♥

Press LOV to obtain an on-line list of valid land office codes for the entered geographic state.

NOTE:

Only certain land and mineral case types prior to 1966 use the Prefix field.



Type zero or leave the Prefix field blank. Press NEXT FIELD to continue to the Serial Number field.

If you enter an invalid prefix, the following message appears in the message line:

ERROR: Only 0 or blank allowed



Type the serial number beginning on the left side of the Ser Num field, leaving unused positions blank. Press NEXT FIELD to continue to the Suffix field.

Type the suffix, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press NEXT FIELD to continue to the Prefix field of the second Case Serial Number field.

If you enter an invalid case serial number, the following message appears in the message line:

ERROR: Invalid Serial Number

If you enter a voided case serial number, the following message appears in the message line:

**ERROR: Records cannot be added
to a void case**

Follow the above instructions to enter all random cases to which you want to add the remarks you will enter on page two.

You may enter only 14 case serial numbers at a time.

NOTE:

You can enter closed case serial numbers, but not voided or invalid ones.



Press NEXT BLOCK to move the cursor into the first general remarks record or page two.

If you press NEXT BLOCK from a field other than the Serial Numbers or Suffix fields, the following message appears in the message line:

**You cannot go to the next page
from this field**

5.7 Add General Remarks to Random Serial Numbers (CASE161F – Page 2)

This page allows you to add general remarks to all of the cases specified on page 1.

When you access the general remarks page, page 2 of the Add General Remarks to Random Serial Numbers Form, the page shown in Figure 2 appears with your cursor in the first general remarks record.

NOTE:

Unlike the Update General Remarks Form (CASE103F), this form does not display existing remarks for the cases in the range, as each case may contain different general remarks.

CASE161F BLM Interim LIS 29-MAY-92

Add General Remarks to Random Serial Numbers

Remarks

<Ins Line=KP6> <Del Line=Esc D> <S/N Page=Esc V> <Exit=Esc X>

Char Mode: Replace Page 2 Count: *0

Figure 1 Add General Remarks to Random Serial Numbers Form (CASE161F – Page 2)

General Remarks - This 52-character per record (line) alphanumeric field contains ten visible records. There is no limit to the number of records of remarks that you can have in the General Remarks field. The remarks remain in the file in the order you enter them on this form.

NOTE:

Remember, these remarks append to the end of the general remarks that already exist in the case file.



Type the general remarks you want to add to the cases identified on page 1.

NOTE:

Be certain to enter them in the order you want them stored in the file.

When you reach the end of a record, you must press **NEXT RECORD** or **CREATE RECORD** to continue to the next line, as the System does not automatically wrap text from one line to the next.

If you are in Replace mode, noted in the status line, you overwrite the last character in the record when you reach the end of the line.

If you are in the Insert mode, noted in the status line, the following message appears in the message line when you reach the end of the record:

Field is full. Can't insert character

Use the **NEXT/PREVIOUS RECORD** keys to scroll through the records you create.



Press **NEXT FIELD** or **CREATE RECORD** to create additional records for general remarks.

WARNING:

Until you press COMMIT, you may also press DELETE RECORD to delete a remark from the display field. Edit the remarks as needed prior to pressing COMMIT.



Press COMMIT to save the general remarks entered to each case identified on page 1. The following message appears in the message line:

**Transaction completed –
% records processed**

The number of records counts each line of general remarks for each case entered, e.g., if you enter nine cases with two remarks each, 18 records are processed.

When you commit the general remarks to the cases, the cursor remains in the General Remarks field on the last entered record.

NOTE:

The remarks remain displayed in the General Remarks field. You may not edit, nor delete remarks entirely. You may also create additional remarks, however; the System appends these to the end of all previously committed remarks.

If you attempt to delete or change a record you previously committed, and which still appears on the form, the following message appears in the message line:

**Record changed by another user.
Re-query to see change, update, or delete.**

Use the Update General Remarks Form (CASE103F) to change and delete previously committed records, or to insert a new record between two existing records (rather than simply appending the new record at the end of the records).



If you add to the previously committed remarks still displayed on the form, press COMMIT again to save the additional records.

Press PREVIOUS BLOCK to return to page 1 to enter new cases to add general remarks.

If you attempt to return to page 1 without committing displayed general remarks, the following message appears in the status line:

Do you want to commit the changes
you have made?
Y

Press NEXT FIELD on the default Y to commit the additions displayed and return to page 1.

Type N and press NEXT FIELD to disregard additional general remarks and return to page 1 without saving new remarks.

If you accept the default Y, the System returns to page 1, clears page 1, and displays the following message in the message line:

Transaction completed—
% records processed

WARNING:

When you press EXIT, the System does not ask if you want to commit the general remarks entered on this page. Press COMMIT before pressing EXIT to save the entered remarks.



Press EXIT to exit the form and return to the last accessed menu.

If you press EXIT without committing the remarks entered on this form, the following message appears in the status line:

Do you want to commit the changes
you have made?
Y



Press NEXT FIELD on the default Y to commit the additions displayed in the General Remarks field.

Type **N** and press **NEXT FIELD** to disregard the additional general remarks, leaving the case files unchanged from the last commit and exit to the last accessed menu.

If you accept the default **Y**, the System responds with the following message in the message line:

**Transaction completed -
% records processed.**

This page left intentionally left blank.

5.8 Void Case Form (CASE130F)

The Void Case Form (CASE130F) allows you to enter a case serial number, view existing case header data, and void data associated to the case, excluding the serial number and CASE header data, which includes the employee ID, add date, change date and case status, which becomes void.

WARNING:

When you void a case from the System, only the case serial number and case header information for the case are retained. You should add the following action record:

997 - Serialized in Error

to a case prior to voiding. The System does not delete this action when the case is voided; however, you cannot add the action after voiding.

CASE130F		BLM Interim LIS			29-MAY-92	
Void Case						
Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix	
Empl ID		Add Date		Change Date		
Claim Name						
Case Acres		Case Type				
Dstrb Acres		Status				
Last Act Num		Last Land Num				
<Execute Query=KP8> <Show Keys=KP1> <Exit=Esc X>						
Char Mode: Replace Page 1 Count: *0						

Figure 1 Void Case Form - (CASE130F)

When you select the Void Case option from the Restricted Case Processing Menu, the Void Case Form (CASE130F), as shown in Figure 1, appears with your cursor in the Geo State field of the case serial number.

NOTE:

Void Case (CASE130F) retains the case serial number and minimal information. Verify that you are using the correct form.

Enter the case serial number following the subsequent instructions. A brief description of each field precedes the entry instructions for each field. The Interim System Reference Guide contains additional field descriptions.

Case Ser Num (Case Serial Number) - This group of fields includes the Geo State, Land Ofc, Prefix, Ser Num and Suffix fields. Each land, mineral and mining claim case must have a unique case serial number within the automated systems of the BLM.

NOTE:

The case serial number must represent an established case within the System.



Type the appropriate geo state abbreviation. Press **NEXT FIELD** to continue to the Land Office field.

If you enter an invalid geo state, the following message appears in the message line:

ERROR: Invalid Geo State

Case Serial Number Positions

	Geo State		Land Ofc				Prefix	Ser Num						Suffix	
Example Case Serial Number	W	Y	W	B	-	-	0	2	5	3	2	5	3	0	1
Character Positioning	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

Geographic State Identification - First & Second Character Positions
Land Office - Third through Sixth Character Positions
Prefix - Seventh Character Position. Zero for pre-1966 cases, Blank for post 1966 cases.
Serial Number - Eighth through Thirteenth Character Positions
Suffix - Fourteenth and Fifteenth Character Positions



Mining Claims Case Serial Number Positions

	Geo State		Land Ofc				Prefix	Ser Num						Suffix	
Example Case Serial Number	N	M	N	M	M	C	-	3	2	6	7	1	0	-	-
Character Positioning	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

Geographic State Identification - First & Second Character Positions
Mining Claims Designation - Third through Sixth Character Positions
Prefix - Leave Blank
Serial Number - Eighth through Thirteenth Character Positions
Suffix - Leave Blank



Type the land office or mining claim designation beginning on the left side of the Land Office field, leaving unused positions blank. Press NEXT FIELD to continue to the Prefix field of case serial number.

If you enter an invalid land office, the following message appears in the message line:

ERROR: Invalid Land Office



Type zero or leave the Prefix field blank. Press NEXT FIELD to continue to the Serial Number field.

If you enter an invalid prefix, the following message appears in the message line:

ERROR: Only 0 or blank allowed



Type the serial number beginning on the left side of the Ser Num field, leaving unused positions blank. Press NEXT FIELD to continue to the Suffix field.

Type the suffix, if appropriate, beginning on the left side of the field provided, leaving unused positions blank. Press EXECUTE QUERY to query and access existing case header data on the entered case.

The database will not accept an invalid case serial number, or one which has not been added previously through one of the establish case forms.

After entering the suffix, the System verifies the entire case serial number, and either retrieves existing data for the case entered or returns the following message in the message line:

Query caused no records to be retrieved.
Press any function key to
acknowledge message.

When you press a function key to acknowledge the message, your cursor returns to the Geo State field and the following message appears in the message line:

Case Serial Number not found ...
please re-enter



Retype your case serial number in the appropriate fields, press EXECUTE QUERY after typing the suffix.

When you enter a valid case serial number to void, and query the existing case header record data, the following information appears in the appropriate fields on the form: empl ID, add date, change date, claim name, case acres, case type, disturbed acres, case status, last action number and last land number.

Carefully verify the data retrieved. Your cursor returns to the Geo State field and the following message appears in the message line:

Must hit COMMIT key to void case

WARNING:

Once you press COMMIT, the case is voided from the System. **Only the case serial number and minimal header data remain.** Before you press COMMIT to void the case, check the information provided on the case to verify that you are voiding the correct case.



Press COMMIT after you retrieve the case header record data of the case you want to void.

When you commit the void, the fields on the form clear and the cursor moves into the Geo State field. The following message appears in the message line:

Case has been voided

You may now enter the case serial number of another case to void, or exit the form.

To void another case, simply follow the instructions provided in this section.



Press EXIT to exit the Void Case Form (CASE130F).

If you attempt to EXIT the form without completing the void transaction for a case, the following message appears in the message line:

Do you want to quit? N



Press NEXT FIELD to accept the default N, and return the cursor to case serial number.

Type Y, to exit, and press NEXT FIELD to return to the Restricted Case Processing Menu.

When you press EXIT after completing your transaction and committing the void action to the System, you return to the Restricted Case Processing Menu.

This page intentionally left blank.

5.9 Add Claim Name (CASE159F)

This form allows you to add a claim name to existing mining claim cases that have not yet received a claim name in the automated file.

When you select the Add Claim Name option from the Case Processing Menu, the Add Claim Name Form (CASE159F) appears, as shown in Figure 1, with your cursor in the Geo State field of the first case serial number.

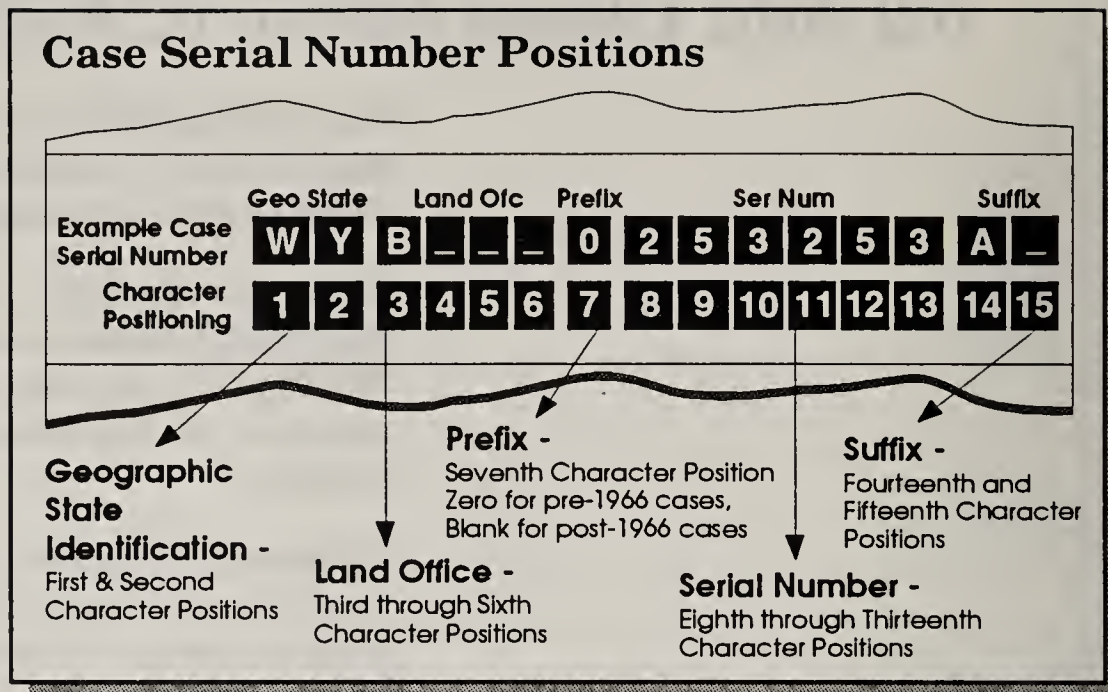
Detailed descriptions and entry data precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field descriptions.

Ser Num (Case Serial Number) - This group of fields includes the Geo State, Land Office, Prefix, Ser Num and Suffix fields. Each land, mineral and mining claim case must have a unique case serial number within the automated systems of the BLM.

CASE159F		BLM Interim LIS		29-MAR-93	
Add Claim Name					
Geo State	Land Ofc	Prefix	Ser Num	Suffix	Claim Name
<div><Show Keys=KP1> <Commit=KP0> <Exit=Esc X></div>					
Char Mode: Replace			Page 1		
			Count: *0		

Figure 1 Add Claim Name Form - (CASE159F)

Case Serial Number Positions



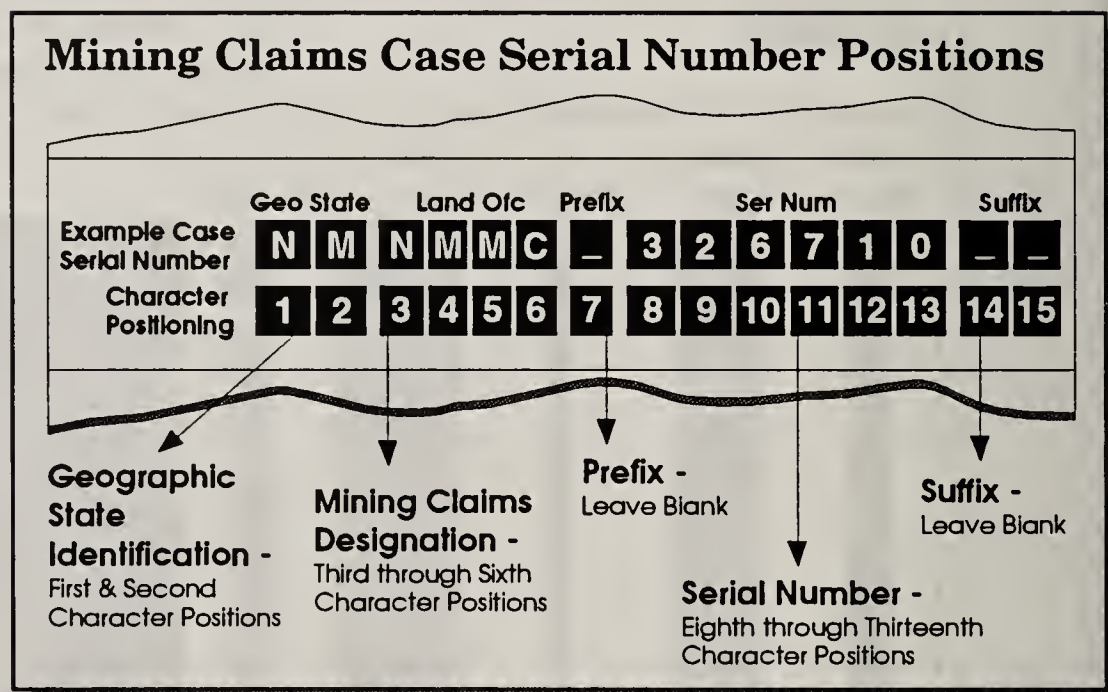
Example:

W Y W _ _ _ _ 6 0 0 4 7 8 _ _
 A K F F _ _ _ 0 4 3 8 7 4 _ _
 M T B L M A 0 0 2 4 7 6 3 _ _

Where the _ denotes a blank space in the case serial number.



Mining Claims Case Serial Number Positions



Example:

M T M T M C _ 0 0 6 7 3 2 _ _

If you attempt to bypass the case serial number fields, the following message appears in the message line:

Mandatory field has not been entered



Type the geographic state abbreviation in the Geo State field. Press NEXT FIELD to continue to the Land Office field.

If you enter an invalid geo state, the following message appears in the message line:

ERROR: Invalid Geo State

LOV ♥

Press LOV to obtain a list of valid geographic state abbreviations.



Type the land office or mining claim designation beginning on the left side of the Land Office field, leaving unused positions blank. Press NEXT FIELD to continue to the Prefix field.

If you enter an invalid land office, the following message appears in the message line:

ERROR: Invalid Land Office

LOV ♥

Press LOV to obtain an on-line list of valid land office codes for the entered geographic state.



Mining Claims Designations

State	Mining Claims Designation
Arizona	AMC
California	CAMC
Colorado	CMC
Eastern States	ESMC
Idaho	IMC
Montana	MMC
Nevada	NMC
New Mexico	NMMC
Oregon	ORMC
Utah	UMC
Wyoming	WMC

NOTE:

Only certain land and mineral case types prior to 1966 use the Prefix field.



Type zero or leave the Prefix field blank. Press NEXT FIELD to continue to the Serial Number field.

If you enter an invalid prefix, the following message appears in the message line:

ERROR: Only 0 or blank allowed



Type the serial number beginning on the left side of the Ser Num field, leaving unused positions blank. Press NEXT FIELD to continue to the Suffix field.

Type the suffix, if appropriate, beginning on the left side of the field, leaving unused positions blank. Press NEXT FIELD to access the Claim Name field.

The System will not accept an invalid case serial number, or one which has not been added previously through one of the established case forms. If you enter an invalid case serial number, the following message appears in the message line:

ERROR: Invalid Serial Number

If you enter a valid case that is not a mining claim case type, the following message appears in the message line:

ERROR: Claim Name is not valid for this case

If you enter a mining claim case that already contains a claim name, the claim name appears, the cursor remains in the Suffix field, and the following message appears in the message line:

ERROR: Claim Name already exists

You must press PREVIOUS FIELD and CLEAR FIELD through the case serial number to clear the record and continue entering another case serial number.

WARNING:

Basic function keys, e.g., NEXT/ PREVIOUS RECORD, CLEAR RECORD, etc.... do not work on this form.

When you press NEXT FIELD after entering the suffix of a valid mining claim case serial number that does not contain a claim name, the cursor moves into the Claim Name field.

Claim Name - This 40-character alphanumeric field contains the mandatory claim name associated with mining claims cases (case type 384).



Type the claim name associated with the identified case. Press NEXT FIELD to continue to the next case serial number.

If you attempt to skip the Claim Name field without entering a claim name, the following message appears in the message line:

Mandatory field has not been entered.

When you reach the end of a claim name record, you must press NEXT FIELD to continue to the next case serial number.

If you are in Replace mode, noted in the status line, you overwrite the last character in the field when you reach the end of the line.

If you are in Insert mode, the following message appears in the message line when you reach the last character:

Field is full. Can't insert character



Press NEXT FIELD after completing the Claim Name field to continue to the next case serial number or press COMMIT to save the entries already made.

You may enter up to 13 cases and their claim names at a time. When you reach the 13th claim name, the cursor remains in the Claim Name field until you actively move the cursor through, committing, exiting, or returning to a previous record.

If you enter a duplicate case serial number in a single session, the following message appears in the message line:

ERROR: Duplicate Serial Number

WARNING:

If you press EXIT without first committing the entered claim names, the System does not ask if you want to save your edits.



Press COMMIT to save the entered claim names to the case files.

When you commit data, the cursor returns to the Geo State field of the first case serial number, the form clears, and the following message appears in the message line:

**Transaction completed –
XX records processed**

You may now enter additional case serial numbers to add claim names or press EXIT to exit the form and return to the last accessed menu.

5.10 Generate Mining Claims Tape (CASE700X)

The Generate Mining Claims Tape Form (CASE700X) provides a menu of sorting options to generate a mining claim tape.

When you select the Generate Mining Claims Tape option from the Restricted Case Processing Menu, the Generate Mining Claims Tape Form (CASE700X), as shown in Figure 1, appears with your cursor in the Sort Option field.

This section identifies each option within the Generate Mining Claims Tape Form menu.

CASE700X

BLM Interim LIS

29-MAY-92

Mining Claim Extract Tape

Sort Options

1. Claim Name
2. Customer Number
3. Customer Name
4. Serial Number
5. Meridian, Township and Range

Sort Option

Tape Unit choose |-> ASCII

 one |-> EBCDIC Como File Queue Type

<Show Keys=KP1> <Parameters Complete=KP0> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *0

Figure 1 Generate Mining Claims Tape Form - (CASE700X)

Option 1 - Claim Name generates a tape of the claim names used within the System.

Option 2 - Customer Number generates a tape of mining claim cases based upon the customer ID used for each mining claim case within the System.

Option 3 - Customer Name generates a tape of mining claim cases based upon the customer name used for each mining claim case within the System.

Option 4 - Serial Number generates a tape of mining claim cases based upon the case serial number used for each mining claim case within the System.

Option 5 - Meridian, Township, Range generates a tape of mining claim cases based upon the meridian, township and range used for each mining claim case within the System.

NOTE:

You may exit and return to the menu at any time prior to committing your selection criteria.

Sort Option - This single-digit field contains the value used to identify how you want to sort your tape output based upon the five available options.



Type the option number identifying how you want the tape data sorted. Press NEXT FIELD to continue the Tape Unit field.

If you enter an invalid character, the following message appears in the message line:

ERROR: Valid choices are 1-5

Tape Unit - This single-character field contains the tape drive number where you want to load a tape on which the mining claim data will be copied.

When you access the Tape Unit field, the following message appears in the message line:

**Enter the tape unit # of the available
drive you wish to use**



Type the drive number of an available drive. Press NEXT FIELD to continue to the Output fields (ASCII and EBCDIC).

If you enter an invalid character, the following message will appear in the message line:

Legal characters are 0-9 + and -

NOTE:

If you leave either field blank, the System automatically completes the other.

Output - These two fields identify the options for the type of output data you want. You must select one.

When you access the ASCII field, the following message appears in the message line:

Enter X if ASCII code is desired
on the output tape

The field defaults to X.



Press NEXT FIELD to accept an ASCII format and continue to the EBCDIC field. Press CLEAR FIELD and NEXT FIELD to continue to the EBCDIC field without selecting the ASCII format.

When you access the EBCDIC field, the following message appears in the message line:

Enter X if EBCDIC code is desired
on the output tape



Type X and press NEXT FIELD to continue to the Como File field.

If you enter an X in the EBCDIC field, the System automatically clears the ASCII field if you entered X in the ASCII field.

If you enter a character other than X, the System accepts the values and continues to the Como File field.

Como File - This single-character field allows you to elect to print the tape data into a como file on the Prime as well as to the tape itself.

When you access this field, the following message appear in the message line:

Enter Y or N for como file output



Type Y to print the tape data to a como file or N to not create a como file. Press NEXT FIELD to continue to the Queue Type field.

If you enter a character other than Y or N, the following message appears in the message line:

ERROR: Invalid answer --
Please enter Y or N

Queue Type - This single-character field specifies when the report will print, immediately or after business hours, and its priority within the System.

When you access the Queue Type field, one of the following messages appears in the message line:

Enter E to submit report on
Express queue or N for Normal queue

or

Enter N to submit report.
Express queue unavailable.

Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered.



Type E or N to specify the appropriate queue where E selects the Express queue and prints as soon as the queue is available and N processes and prints after business hours.

If you enter an invalid character, the following message appears in the message line:

ERROR: Invalid answer --
Please enter N or E

When you enter E or N, the following message appears in the message line:

Press <COMMIT> to submit job



Press COMMIT to submit the job to the System.

When the System queues your report request, the following message appears in the message line:

Submitting report on batch queue,
please wait...

When the job is in the queue, a message similar to the following examples appears in the message line:

Example:

JOBID #10732 is in the EXPRS queue

EXPRS identifies the queue in which the report is located for processing. The JOBID provides the identification number of the batch job submitting your report to the queue.

When your report is through the batch queue after printing, a message similar to the following appears on the screen:

***BATCH_SERVICE (user 218 on ZEUS)
at 13:55

Job CASE700R.135356.CPL for LKOHR
(#10732) completed



Press REDISPLAY PAGE to clear the message and return to the form.

NOTE:

This message appears anywhere within the Prime environment as long as you are logged into the Prime. However, neither the message nor pressing REDISPLAY PAGE interrupts your process.

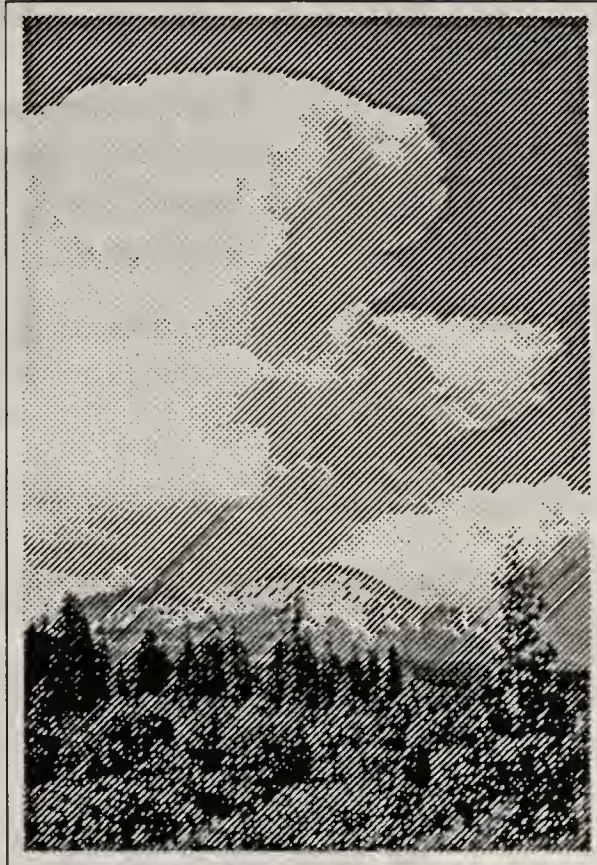


You may now enter criteria for another report or press EXIT to exit the form and return to the Restricted Case Processing Menu.

NOTE:

To delete a report from the System once you send it to a printer or a file, you must contact your Database Administrator or Supervisor to assist in locating the file or batch job and performing a Prime logout or file deletion.

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Chapter 6:

Customer Processing

*This chapter
explains how to...*

- Add or delete customers from the customer database
- Maintain customers with the customer database
- Find customers in the customer database
- Query customer history
- Execute customer processing reports

6.0 Customer Processing Menu

Customer Processing includes several tasks requiring data and System privileges restricted to a limited number of users. There are five sections or options in this chapter as illustrated in the System Chart.

The menu itself identifies the options available, as shown in Figure 1.

```
UTIL505F                                BLM Interim LIS                                14-JUL-92
                                     Customer Processing Menu
- > 1.Add/Delete Customer
      2.Maintain Customer File
      3.FIND - Customer
      4.Query Customer History
      5.Customer Processing Reports Menu
      6.LIS Main Menu

                                     Option Number: 
                                     QXFER: 

<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>

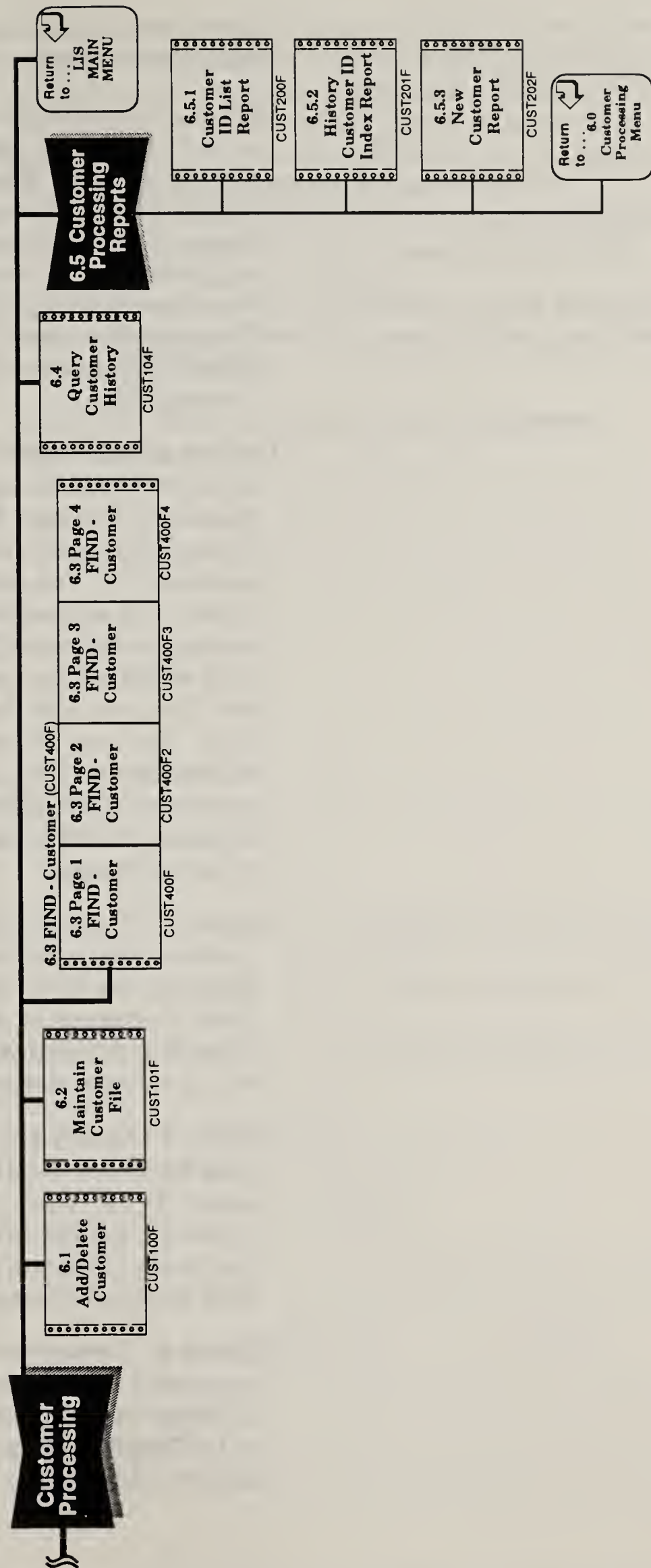
Char Mode: Replace Page 1                                Count: *0
```

Figure 1 Customer Processing Menu

Each menu option has its own function and purpose within the Customer Processing environment and the overall System.

Customer Processing encompasses an independent section of the System entirely separate from the automated cases. A Customer may reside in Customer Processing and may not be associated with any cases in the System. However, a Customer **must** exist in the Customer Processing environment to be included in a case within the System.

Customer Processing System Diagram



This introduction presents an overview of each option within the Customer Processing Menu.

Option 1 - Add/Delete Customer contains a single-page form used to add or delete customers from the Customer Table. The Add/Delete Customer Form (CUST100F) allows you to enter a new customer to the System or delete a customer from the System. You may enter one customer name and one address per customer ID when adding a new customer. Use the Maintain Customer File Form (CUST101F) to add other customer names and addresses to an established customer ID.

Option 2 - Maintain Customer File contains a single-page form used to maintain customer data. Use the Maintain Customer File Form (CUST101F) to add, change and delete customer data within a specified customer ID. You may add additional customer names and addresses to an existing customer, e.g., a customer containing three customer names, one for each associate, and a different address for each associate. You may also change existing name and address data. You may delete a particular name(s) and/or address(es) within a specified customer ID, but you must use the Add/Delete Customer Form (CUST100F) to delete an entire customer, using the Customer ID, from the System.

Option 3 - Find Customer contains a four-page form used to query a current or active customer within the System. Use the Find Customer Form (CUST400F) to query customers by any portion of the customer address or name and view case information associated with a selected customer.

Option 4 - Query Customer History contains a single page form that displays changed data within a customer ID, i.e., when you change data for an existing customer, the old data are archived to history. Use the Query Customer History Form (CUST104F) to view archived customer information.

Option 5 - Customer Processing Reports Menu contains a menu from which you may access two customer reports, the Customer ID List Report (CUST200F) and the History Customer ID Index Report (CUST201F).



To access the options available within Customer Processing, use the NEXT/PREVIOUS RECORD keys to move the cursor vertically through the menu options, type the option number in the Option Number field below the menu, or use the QXFER field and type the Program Name, e.g., Maintain Customer File (CUST101F) where CUST101F identifies the Program Name. Press NEXT FIELD to execute your choice.

If you choose to use the QXFER field, follow the instructions in the legend line of the menu to move your cursor into the QXFER field.

Make your selection to continue with Customer Processing tasks.

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6.1 Add/Delete Customer Form (CUST100F)

This form allows you to add and delete customers in the Customer database. Use the Add/Delete Customer Form (CUST100F) to add a customer to the System generating a new Customer ID, or to delete an existing customer using the Customer ID.

WARNING:

When you delete a customer using the Add/Delete Customer Form (CUST100F), you will delete all customer names and addresses associated with the customer ID and the customer ID itself.

CUST100F

BLM Interim LIS
Add/Delete Customer

04-JUN-92

Customer Id

Customer Type

Name: Line 1

No.

Line 2

Date

Time

Address: Line 1

No.

Line 2

City

State

Zip

Date

Time

<Show Keys=KP1> <Delete=Esc D> <Commit=KP0> <Exit=Esc X>

LOV

Enter Customer Id # for customer to be deleted; leave blank to add new customer.

Char Mode: Replace Page 1

Count: *0

Figure 1 Add/Delete Customer Form - (CUST100F)

When you select the Add/Delete Customer option from the Customer Processing Menu, the Add/Delete Customer Form (CUST100F) appears as shown in Figure 1, with your cursor in the Customer ID field.

Detailed descriptions and appropriate entry data precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field descriptions. The Introductory Materials, 3.3 Guidelines for Entering Names and Addresses, contains detailed BLM procedures on entering names and handling anomalies.

There are three blocks to this form, one for the customer ID and customer type, one for the customer name, and one for the customer address.

With your cursor in the Customer ID field, the following message appears in the message line:

Enter Customer ID # for customer to be deleted; leave blank to add new customer.

WARNING:

If you enter a Customer ID in the Customer ID field, the System assumes that you are deleting a customer. The first customer name and address associated with the customer ID appears when you enter a Customer ID and press NEXT FIELD. When you press DELETE RECORD the Customer ID and all associated data are deleted from the System. However, a copy of the data is archived into Customer History. The System will not allow you to delete a customer that has any cases in the System.

LOV ♥

Customer ID (Customer Identification) - This nine-digit numeric field contains a unique customer ID representing a specific BLM customer. Each customer within the BLM's automated systems receives one unique customer ID located in the customer table. Each customer ID may have multiple names (name numbers) and addresses (address numbers).



When entering a new customer to the customer database, press NEXT FIELD to continue to the Customer Type field.

NOTE:

The System assigns a new customer ID when you complete the first name and address for the new customer and commit the data.



To delete an existing customer from the customer database, type the customer ID in the Customer ID field. Press NEXT FIELD to retrieve the name and address information of the entered customer ID.

If you enter an invalid customer ID to delete, the System assumes you did not intend to delete a customer, clears the Customer ID field, and moves the cursor to the Customer Type field as it would for you to enter a new customer.

If you do not know the appropriate Customer ID, press LOV to access the Customer LOV screen.

LOV ♥

When you access the Customer LOV Screen, Figure 2, your cursor appears in the Cust ID field.

DICT138F BLM Interim LIS 14-APR-92
Customer Information

Cust Id	Name Num	Cust Name
	Addr Num	Cust Address

<Scroll Addresses=Esc B> <Select Current Value=Tab> <Exit=Esc X>

Enter a query; press KP8 to execute, Esc X to cancel.
Char Mode: Replace Page 1 ENTER QUERY Count: *0

Figure 2 Customer LOV Screen (DICT138F)

In the Customer LOV screen, you may query on the customer ID, or a portion thereof, the name number, the customer name, or a portion thereof, or a combination of one or more of these options.

Press the NEXT FIELD key to move from the Customer ID field to the Name Number field and the Customer Name field. Until you enter a value in one of these three fields, or press EXECUTE QUERY, your cursor continues to move from field to field when you press the NEXT/PREVIOUS FIELD keys. You may not access the Address Number and Customer Address fields to query in this LOV screen.

Type all or a portion of the customer's name, using the wildcard character, %, as needed, in the Cust Name field. Press EXECUTE QUERY for a valid Customer ID and corresponding name number and address number.

Spell the name carefully, as the System responds more efficiently to more accurate queries.

Use the wildcard character, %, to broaden your database, however; using more than one wildcard character may deteriorate System performance.

If the System answers your query with more than one customer name and customer ID, use the NEXT RECORD/PREVIOUS RECORD keys to scroll through the names until you find the correct record.

Within the Customer LOV screen the System also retrieves the customer address information for visual verification. When you locate the appropriate customer ID, press NEXT BLOCK to access the Address Number field. Use the NEXT RECORD/PREVIOUS RECORD keys to scroll through multiple addresses associated with the current customer ID.

Press NEXT FIELD to accept the current customer ID, and associated name and address, to carry back to the Add/Delete Form.

Press EXIT to exit the Customer screen without retrieving any value.

When you press NEXT FIELD with a valid number in the Customer ID field, the first associated name and address appear in the fields on the form.

If the customer is associated to existing cases, the following message appears and you will not be able to delete the customer from the database:

**ERROR: Cannot delete -
Customer ID linked to a Case**

WARNING:

Carefully verify the customer information before you delete a customer from the database.



Press DELETE RECORD to delete the customer ID and associated data from the System.

When you press **Y** to delete the customer from the table, your cursor returns to the Customer ID field of the Add/Delete Customer Form (CUST100F), and the following message appears in the message line:

**Previous Customer data has been
archived to history**

You may now enter another Customer ID to delete, add a new customer to the table, or exit the Add/Delete Customer Form (CUST100F).

NOTE:

If you just cancelled a delete, press **CLEAR FORM** before beginning the next task on this form.



To add a new customer to the System, press **NEXT FIELD** on the blank Customer ID field. The cursor moves into the Customer Type field.

DE 2575
or...
LOV ♥

Customer Type - This single character field identifies the type of customer: **A** - Agency, **C** - Corporation, etc.... Data Element 2575 and LOV contain valid customer type codes.



Type the appropriate code to identify the type of customer you are entering. Press **NEXT FIELD** to continue to line 1 of the Name field.

If you enter an invalid customer type code, the following message appears in the message line:

ERROR: Invalid Customer Type

Retype the customer type code or press **LOV** for an on-line list of valid codes.

LOV ♥

When you access the Customer Type LOV screen, Figure 4, your cursor appears in the first record of the Code (customer type code) column.

*There are two fields on the Customer Type LOV screen, Code (customer type code) and Description (customer type code description). Use the **NEXT RECORD / PREVIOUS RECORD** keys or the **NEXT SET / PREVIOUS SET** keys to scroll through the available options.*

*As all available options are visible in this LOV screen, it should not be necessary to enter and execute a query. If you want to use the **ENTER / EXECUTE QUERY** option, check the **Interim System Reference Guide** for **ENTER / EXECUTE QUERY** procedures.*

*Press **NEXT FIELD** to retrieve the current value.*

DICT100F		BLM Interim LIS	08-JUN-92
		Customer Type (2575)	
Code	Description		
1	AGENCY		
2	CORPORATION		
3	PRIVATE		
4	UNKNOWN		
<Show Keys=KP1> <Exit=Esc X>			
Char Mode: Replace Page 1		Count: *4	

Figure 4 Customer Type LOV Screen (DICT100F)

Press **EXIT** to return to the Add/Delete Customer Form (CUST100F) without retrieving any value.

Name (Customer Name) - This two-line, 50-character alphanumeric field contains the full name of the customer. Each customer may have multiple names, e.g., AT&T, AT&T Customer Service, AT&T Long Distance, AT&T Application Systems, etc....



Type the customer's primary name on the first line. Press **NEXT FIELD** to continue to line 2 of the Name field.

Type the customer's secondary name, e.g., in care of (C/o), AKA..., etc..., if applicable. Press **NEXT FIELD** to continue to the Date field.

NOTE:

When entering a new customer, you may only enter one customer name with a primary and secondary name. Use the Maintain Customer Form (CUST101F) to add additional customer names to a specific customer ID.

If you enter a name that already exists in the active or historical customer table, the following message appears in the message line:

WARNING: Customer Name and Address already exist

NOTE:

If you receive the above message, use the FIND - Customer (CUST400F) to check the customer table for your customer. You may not add a new customer if an existing customer contains an identical name and address in the active customer table.

Press NEXT FIELD to continue to the next field and enter the remaining customer information.

Date - This date format field contains the date on which the customer is added to the System. The System enters today's date as a default.

The following message appears in the message line when you access the Date field:

Customer name date must be entered in
DD-MON-YYYY format (i.e., 01-JAN-1990)



Type the date if you want to change from today's date. Press NEXT FIELD to continue to the Time field.

If you enter a new date without correctly following the date format, DD-MON-YYYY, one of the following messages appears in the message line:

Date must be between 1 and last of month
ERROR: Invalid date
Not a valid month name
Press any function key to acknowledge
message.

If you enter a date later than the current date, the following message appears in the message line:

ERROR: Date must not be greater than
current date

If you clear the Date field and attempt to continue without entering a date, the following message appears in the message line:

ERROR: Date field is required

Time - This eight-character alphanumeric field contains the military time that the customer is added to the customer database. If you want to change the time, use the following format: HH:MM:SS.



Type the time if you want to change from the current time. Press NEXT FIELD to continue to line 1 of the Address field.

If you enter a new time without following the specified format, one of the following messages appears in the message line:

Hour must be between 0 and 23
Minutes must be between 00 and 59
Seconds must be between 00 and 5
Time format is HH:MM[:SS]

Press NEXT FIELD to continue to the first line of the Address field.

DE 0934

Address - This two-line, 30-character per line, alphanumeric field contains the complete address of the customer.

NOTE:

It is not necessary to associate the name and the address of a customer with the same name and address number. The customer name and the customer address are attached to the customer ID independently of one another.



Type the address as you would like it to appear in mailing and in all case files. Press NEXT FIELD to continue to the second line of the Address field.

Type any additional address information as needed. Press NEXT FIELD to continue to the City field.

Example:

These addresses may be broken into two parts as typed.

201 E Marcy St
PO Box 395

DE 0935

City - This 20-character alphabetic field contains the complete city name in the customer's address. Enter the city as completely as possible, using abbreviations only as necessary.



Type the city name in the City field. Press NEXT FIELD to continue to the State field.

If you attempt to bypass the City field, the following message appears in the message line:

ERROR: City name is required

DE 0099
or...
LOV ♥

State - This two-character alphabetic field contains the state abbreviation in the customer's address. The System verifies the state abbreviation. Data Element 0099 and LOV contain valid state abbreviations.

If you attempt to bypass the State field, the following message appears in the message line:

ERROR: State code is required



Type the appropriate state abbreviation in the space provided. Press NEXT FIELD to continue to the ZIP code field.

When you press NEXT FIELD after entering a valid state abbreviation, the System completes the description field with the complete state name.

If you enter an invalid state abbreviation, the following message appears in the message line:

ERROR: Invalid State Abbreviation

Retype the state abbreviation or press LOV for an on-line list of valid state codes.

LOV ♥

When you access the Geographic State LOV screen, Figure 5, your cursor appears in the first record of the Adm column.

DICT109F		BLM Interim LIS		03-JAN-91
		Geographic State (0002)		
Adm	Geo	Name		
ES	AL	ALABAMA		
ES	AR	ARKANSAS		
ES	AZ	ARIZONA		
ES	CA	CALIFORNIA		
ES	CO	COLORADO		
ES	CT	CONNECTICUT		
ES	DE	DELAWARE		
ES	FL	FLORIDA		
ES	GA	GEORGIA		
ES	IA	IOWA		
<Show Keys=F1> <Exit=Sh-F10>				
v Char Mode: Replace Page 1				
Count: 10				

Figure 5 Geographic State LOV Screen (DICT109F)

There are three fields in the Geographic State LOV screen. Use the *NEXT RECORD / PREVIOUS RECORD* keys or the *NEXT SET / PREVIOUS SET* keys to scroll through the available options.

You may also *ENTER* and *EXECUTE* a query within the Geo State LOV screen.

Press the *ENTER QUERY* key to clear the columns in the Geo State LOV screen.

Use the *NEXT FIELD* key to move the cursor from one column to the next.

Type your query parameters, using the wildcard character, %, as needed. Press the *EXECUTE QUERY* key to query the System for data matching the parameters you entered.

Use the *NEXT RECORD / PREVIOUS RECORD* and *NEXT SET / PREVIOUS SET* keys to scroll through the values returned in response to your query.

Press *NEXT FIELD* to retrieve the current value.

Press *EXIT* to return the form without retrieving a code.

DE 1656
Or...
LOV ♥

ZIP Code - This optional nine-character field contains the complete ZIP code for the customer's address. The System validates the first three positions of the ZIP code for the correct state. LOV contains a valid ZIP code listing of the first three digits by State.



Type the appropriate ZIP code in the space provided. Press *NEXT FIELD* to continue to the Date field.

If you enter an invalid ZIP code, the following message appears in the message line:

ERROR: Invalid Zip Code

LOV ♥

When you access the State / Country & ZIP Code LOV screen, Figure 6, your cursor appears in the first record of the State field.

State	Zip
IE	80
IE	81
IE	82
IE	83
IE	84
IE	85
IE	86
IE	87
IE	88
IE	89

<Select Current Value=Tab> <Exit=Esc X> LOV

v Char Mode: Replace Page 1 Count: 10

Figure 6 State/County and ZIP Code LOV Screen (DICT104F)

There are two field in the State / Country & ZIP Code LOV screen. Use the NEXT / PREVIOUS RECORD keys or the NEXT / PREVIOUS SET keys to scroll through the available options.

You may also ENTER and EXECUTE a query within the LOV screen.

Press the ENTER QUERY key to clear the fields.

Use the NEXT FIELD key to move the cursor from one column to the next.

Type your query parameters, using the wildcard character, %, as needed. Press the EXECUTE QUERY key to query the System for data matching the parameters you entered.

Use the NEXT RECORD / PREVIOUS RECORD and NEXT SET / PREVIOUS SET keys to scroll through the values returned in response to your query.

Press NEXT FIELD to retrieve the current code.

Press EXIT to return the form without retrieving a ZIP code.

Date - This date format field contains the date on which the customer address is added to the System. The System enters today's date as a default.

The following message appears in the message line when you access the Date field:

Format for customer date is DD-MON-YYYY
format (i.e., 01-JAN-1990)



Type the date if you want to change from today's date. Press NEXT FIELD to continue to the Time field.

If you enter a new date without correctly following the date format, DD-MON-YYYY, one of the following messages appears in the message line:

Not a valid month name
Day must be between 1 and last of month
Date format is DD-MON-YYYY
Press any function key to acknowledge
message.

Time - This eight-character alphanumeric field contains the military time that the customer address is added to the customer database. If you want to change the time, use the following format: HH:MM:SS.



Type the time if you want to change from the current time.

If you type a new time without following the specified format, one of the following messages appears in the message line:

Hour must be between 0 and 23
Minutes must be between 00 and 59
Seconds must be between 00 and 59
Time format is HH:MM:SS

When you have the data on the form correct for the new customer, press COMMIT to save the customer to the customer database.

The System automatically generates the customer ID and name and address numbers.

WARNING:

If you attempt to exit the Add/Delete Customer Form (CUST100F) without saving your additions, you will lose your entry and return to the last accessed menu.

There is no warning message or chance to save your entry once you press EXIT.



Press COMMIT to save your customer to the customer database. The following message appears in the message line when a new customer is added to the customer database, and the customer ID is displayed in the Customer ID field and in the message line.

Example:

New Customer ID has been created:
000019028

If you attempt to save a customer name and address when an identical customer name and address already exists, the following message appears in the message line and the commit aborts:

ERROR: Customer name and address
already exist

Use the Find Customer Form (CUST400F) to locate the customer ID.

If you want to add another customer to the customer table, press **CLEAR RECORD** and follow the instructions in this section.



To exit the form, press **EXIT**.

NOTE:

If you want to add additional customer names and/or addresses to this customer ID, use the Maintain Customer Form (CUST101F). The System allows entry of only one customer name (name number) and one customer address (address number) on the Add/Delete Customer Form (CUST100F).

6.2 Maintain Customer File (CUST101F)

This form allows you to add, change and delete customer names and addresses within a specified Customer ID.

NOTE:

When you change and/or delete a customer name or address using the Maintain Customer Form (CUST101F), you will delete or change only the specified customer name or address, not the entire customer ID file. The System stores the old information in the Customer History file which is accessed through Query Customer History (CUST104F) using the customer ID.

CUST101F		BLM Interim LIS		04-JUN-92	
Maintain Customer File					
Customer Id		Customer Type			
Name No.	Name:				
Customer Id	Line 1				
	Line 2				
Addr No.	Address:				
Customer Id	Line 1			Zip	
	Line 2				
	City	State			
<Show Keys=KP1> <Exit=Esc X> <Move Down=Esc B> <Move Up=Esc U> LOU					
Char Mode: Replace Page 1 Count: *0					

Figure 1 Maintain Customer File Form - (CUST101F)

When you select the Maintain Customer File option from the Customer Processing Menu, the Maintain Customer File Form (CUST101F) appears as shown in Figure 1, with your cursor in the Customer ID field.

Detailed descriptions and appropriate entry data precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field descriptions.

NOTE:

There are three blocks to this form, one for the customer ID and customer type, one for the customer name, and one for the customer address. Each block is described individually. The customer name relates directly to the customer ID, and the customer address relates directly to the Customer Address, but the customer name and customer address are not related to each other except that they exist within the same customer ID.

Customer ID (Customer Identification) - This nine-digit numeric field contains a unique customer ID representing a specific BLM customer. Each customer within the BLM's automated systems receives one unique customer ID located in the customer database. Each customer ID may have multiple names (name numbers) and addresses (address numbers).

If you attempt to bypass the customer ID field, the following message appears in the message line:

ERROR: Invalid customer ID number



Type the customer ID in the space provided. Press NEXT FIELD to continue to the Customer Type field.

If you enter an invalid customer ID, the following message appears in the message line:

ERROR: Customer ID not found

If you do not know the appropriate customer ID, press LOV to access the Customer LOV screen.

For more advanced users, follow the standard query procedures from any one of the three data blocks (customer ID, name, or address) on the form itself.

LOV ♥

When you access the Customer LOV Screen, Figure 2, your cursor appears in the Cust ID field.

DICT138F BLM Interim LIS Customer Information 14-APR-92

Cust Id	Name Num	Cust Name
	Addr Num	Cust Address

<Scroll Addresses=Esc B> <Select Current Value=Tab> <Exit=Esc X>

Enter a query: press KP8 to execute, Esc X to cancel.
Char Mode: Replace Page 1 ENTER QUERY Count: *0

Figure 2 Customer LOV Screen (DICT138F)

In the Customer LOV screen, you may query on the Customer ID, or a portion thereof, the name number, the customer name, or a portion thereof, or a combination of one or more of these options.

Press the **NEXT FIELD** key to move from the Customer ID field to the Name Number field and the Customer Name field. Until you enter a value in one of these three fields, or press **EXECUTE QUERY**, your cursor continues to move from field to field when you press the **NEXT/PREVIOUS FIELD** keys. You may not access the Address Number and Customer Address fields to query in this LOV screen.

Type all or a portion of the customer's name, using the wildcard character, %, as needed, in the Cust Name field and press **EXECUTE QUERY** for a valid customer ID and corresponding name and address.

Spell the name carefully, as the System responds more efficiently to more accurate queries.

Use the wildcard character, %, to broaden your query of the System; however, using more than one wildcard character may deteriorate System performance.

If the System answers your query with more than one customer name and customer ID, use the **NEXT RECORD/PREVIOUS RECORD** keys to scroll through the names until you find the correct customer name and customer ID.

Within the Customer LOV screen the System also retrieves the Address Number and Customer Address information for visual verification. When you locate the appropriate Customer ID, press **NEXT BLOCK** to access the Address Number field. Use the **NEXT RECORD/PREVIOUS RECORD** keys to scroll through multiple addresses associated with the current customer ID.

Press **NEXT FIELD** to accept the current customer ID and retrieve it for the form.

Press **EXIT** to exit the Customer LOV screen without retrieving any value.

When you enter a valid customer ID, all associated name and address data appear, and the cursor continues to the Customer Type field.

DE 2575
OR...
LOV ♥

Customer Type - This single-character alphabetic field identifies the type of customer: **A** - Agency, **C** - Corporation, etc.... Data Element 2575 and LOV contain valid customer type codes. For each customer ID there is one customer type.



Type the appropriate code to identify the type of customer, or leave the existing customer type value. Press NEXT FIELD to continue to line 1 of the Name field of the first name record. This field defaults to U - Unknown.

If you enter an invalid customer type code, the following message appears in the message line:

ERROR: Invalid Customer Type

Retype the customer type code or press LOV for an on-line list of valid codes.

LOV ♥

When you access the Customer Type LOV screen, Figure 3, your cursor appears in the first record of the Code (Customer Type Code) field.



Code	Description
A	AGENCY
C	CORPORATION
P	PRIVATE
U	UNKNOWN

<Show Keys=KP1> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *4

Figure 3 Customer Type LOV Screen (DICT100F)

There are two fields in the Customer Type LOV screen, Code (Customer Type Code) and Description (Customer Type code description). Use the NEXT RECORD / PREVIOUS RECORD keys or the NEXT SET / PREVIOUS SET keys to scroll through the available options.

As all available options are visible in this LOV screen, it should not be necessary to enter and execute a query. If you want to use the ENTER/EXECUTE QUERY option, check the Interim System Reference Guide for ENTER/EXECUTE QUERY procedures.

Press NEXT FIELD to retrieve the current value.

Press EXIT to return to the form without retrieving any value.

When you press NEXT FIELD in the Customer Type field, your cursor moves into the current customer name record, identified by the number displayed in the Name Num field. You cannot access the Name Number or Customer ID field in the name block.

Name (Customer Name) - This two-line, 50-character alphanumeric field contains the full name of the customer. Each customer may have multiple names, e.g., AT&T, AT&T Customer Service, AT&T Long Distance, AT&T Application Systems, etc....

Use the NEXT/PREVIOUS RECORD keys to scroll through the existing customer names associated with the current customer ID.

When you reach the first or last record, one of the following messages appears in the message line:

At first record

At last record



To change an existing customer name record, use the NEXT/PREVIOUS RECORD keys to locate the record you want to change.

Make the changes as needed using the NEXT/PREVIOUS FIELD keys to move from field to field. You may not access the name number and customer ID fields in this block. Press COMMIT to save the changes and archive previous data to the Customer History files.

When you save a change, the following message appears in the message line:

**Previous customer data has been archived
to history**



To add a new customer name to the current customer ID, press CREATE RECORD to obtain a blank Name field.

Type the customer's primary name on the first line. Press NEXT FIELD to continue to line 2 of the Name field, or press COMMIT if there is no second name line.

Type the customer's secondary name, e.g., in care of (C/o), AKA..., etc..., if applicable. Press COMMIT to save the new customer name.

If you attempt to add a customer name identical to an existing customer name for this customer ID, the following message appears in the message line:

**ERROR: Customer ID and Customer Name
already exist**

Either retype the new customer name or press CLEAR RECORD to clear the record. If you press CLEAR RECORD, you must press CREATE RECORD again to create a blank record for entering a new customer name.

When you create a new customer name record, the following message appears in the message line, and a new name number appears in the Name Number field on the form:

New Customer Name Number generated



To delete an existing customer name from the current customer ID file, use the NEXT/PREVIOUS RECORD keys to locate the customer name record you want to delete.

Verify that your cursor is at the record you want to delete.



Press DELETE RECORD to delete the current customer name record associated with the customer ID file.

Press COMMIT to save the deletion, storing the deleted record in Customer History. When you delete a customer name record, the following message appears in the message line:

**Previous customer data has been
archived to history**

NOTE:

To access the customer address block from the customer name block, press NEXT BLOCK. Your cursor moves into the first position of the first line of the Customer Address field.

DE 0934

Address (Customer Address) - This two-line, 30-character per line, alphanumeric field contains the complete address of the customer.

NOTE:

It is not necessary to associate the customer's name and address with the same name and address number. The customer name and the customer address are attached to the customer ID independently of one another.

Use the NEXT/PREVIOUS RECORD keys to scroll through the existing customer addresses associated with the current customer ID.

When you reach the first or last record, one of the following messages appears in the message line:

At first record

At last record



To change an existing customer address record, use the NEXT/PREVIOUS RECORD keys to locate the record you want to change.

Make the changes as needed using the NEXT/PREVIOUS FIELD keys to move from field to field. You may not access the Address Number and Customer ID fields in this block. Press COMMIT to save the changes and archive previous data to the Customer History files.

When you save a change, the following message appears in the message line:

**Previous customer data has
been archived to history**



To add a new customer address to the current customer ID, press CREATE RECORD to obtain a blank Address field.

Type the first line of the customer's address. Press NEXT FIELD to continue to line 2 of the Address field.

Type the second line of the customer's address, if applicable. Press NEXT FIELD to continue to the City field.

Example:

These addresses may be broken into two parts as typed.

201 E Marcy St
PO Box 395

If you attempt to add a customer address identical to an existing customer address for this customer ID, the following message appears in the message line:

ERROR: Customer Address already exists

Either retype the new customer address or press CLEAR RECORD to clear the record. If you press CLEAR RECORD, you must press CREATE RECORD again to create a blank record for entering a new customer address.

When you create a new customer address record, the following message appears in the message line, and a new address number appears in the Address Number field on the form:

New Customer Address Number generated

When you press a function key, the cursor returns to the first line of the Address field.



To delete an existing customer address from the current Customer ID file, use the NEXT/PREVIOUS RECORD keys to locate the customer address record you want to delete.

Verify that your cursor is at the record you want to delete. Although the record is archived to Customer History for the current Customer ID, it is not retrieved easily into the active Customer ID file.



Press DELETE RECORD to delete the current customer address record associated with the customer ID file.

Press COMMIT to save the deletion, storing the deleted record in Customer History.

When you delete a customer address record, the following message appears in the message line:

**Previous customer data has been
archived to history**

When you save your changes, the following message appears in the message line:

Previous customer data has been
archived to history.
Press any function key to acknowledge
message

Press any function key to acknowledge the message and continue the exit to the last accessed menu.



To exit the form, press EXIT. If you have not yet saved your changes, the following message appears:

Previous customer data has been
archived to history

Otherwise, you will return to the last accessed menu.

WARNING:

If you attempt to exit the Maintain Customer Form (CUST101F) without saving your additions, the following message appears in the message line:

Do you want to commit the changes you
have made? Y or N

If you do not accept the default Y, you will lose your edits.



Accept the default Y (Yes) to save any records not saved previously, generating new address and/or name numbers or archiving changed or deleted customer information.

When you save your changes, the following message appears in the message line:

Previous customer data has been
archived to history

Press any function key to acknowledge the message and continue the exit to the last accessed menu.

Type N (No) to cancel any edits and leave the customer records as they were at the last commit.

The following field descriptions identify the remaining fields, both generated and entered, on the form.

Name Number - This three-digit numeric field contains the sequentially assigned number for each Customer Name within a specified Customer ID.

Address Number - This three-digit numeric field contains the sequentially assigned number for each Customer Address within a specified Customer ID.

City - This 20-character field contains the complete city name of the customer's address. Enter the city as completely as possible, using abbreviations only as necessary.

LOV ♥ State - This two-character field contains the state abbreviation of the customer's address. The System verifies the state abbreviation, and LOV is available.

LOV ♥ ZIP Code - This nine-character field contains the complete ZIP code for the customer's address. The System validates the first three positions of the ZIP code for the correct state and city. LOV contains a valid ZIP code listing of the first three digits by State.

6.3 FIND - Customer (CUST400F - Page 1)

This form allows you to search and view customer data and related case serial numbers. You may use any part of the customer name or customer ID to search for your particular customer.

When you select the FIND - Customer option, the selection criteria page of the FIND - Customer Form (CUST400F - Page 1) appears, as shown in Figure 1, with your cursor in the Pointer field.

The FIND form allows you to enter selection criteria to search the System for customer information, including customer names, addresses and related case serial numbers.

When you first enter the FIND - Customer Form (CUST400F), the following message appears in the message line:

Press <ENTER QUERY> to query customer names. Use arrow keys to select customer.

Customer Name	Cust ID	Name Num

Press <ENTER QUERY> to query customer names. Use arrow keys to select customer.
Char Mode: Replace Page 1 Count: *0

Figure 1 FIND - Customer Form (CUST400F - Page 1)

NOTE:

If you know the customer ID, press NEXT BLOCK or NEXT FIELD to continue to FIND - Customer (CUST400F - Page 3). Follow the instructions provided in the FIND - Customer (CUST400F - Page 3) documentation to retrieve case serial numbers associated with the customer ID.



Press the ENTER QUERY key, the cursor moves into the Customer Name field, and the following message appears in the message line:

**Enter a query, press EXECUTE QUERY
to execute, EXIT to cancel.**



Type your query parameters (e.g., a part of the name, customer ID or name number, JAPO%) in the appropriate fields. Use the NEXT FIELD key to move the cursor from field to field.

Use the wildcard character, %, as needed to broaden your query.



Press the EXECUTE QUERY key to query the System for customers that match your query parameters.

Example:

Press ENTER QUERY.

The cursor moves into the first line of the Customer Name field.

Type MILLER% in the Customer Name field.

Press EXECUTE QUERY.

The System retrieves all customers with the last name MILLER into the Customer block of data on the FIND - Customer Form (CUST400F).

Use the NEXT/PREVIOUS SET and NEXT/PREVIOUS RECORD keys to scroll through the retrieved customer names.

NOTE:

When you query by name, all name numbers for a given customer ID may not appear.



Press NEXT FIELD when you locate the appropriate name, selected by the cursor arrow, to retrieve all addresses associated with the Customer ID selected, and continue to page two of the FIND - Customer form.

If more than one address exists for the selected customer ID, the System displays those addresses in the address block on page two.

The following describes the fields on page one of the FIND - Customer form. The *Interim System Reference Guide* contains additional field descriptions.

Customer Name - This two-line, fifty characters per line field contains the customer name (or names) retrieved which match your query. Each customer may have multiple names, e.g., AT&T, AT&T Customer Service, AT&T Long Distance, AT&T Application Systems, etc....

Cust ID (Customer ID) - This nine-digit numeric field contains a unique customer ID representing a specific BLM customer. Each customer within the BLM's automated systems receives one unique customer ID located in the customer database. Each customer ID may have multiple names (name numbers) and addresses (address numbers).

Name Num (Name Number) - This three-digit field contains the sequentially assigned number for each customer name within a specified customer ID.



Press EXIT at any time to exit this form and return to the last accessed menu.

This page intentionally left blank.

6.3 FIND - Customer Form (CUST400F - Page 2)

When you access page two of the FIND - Customer Form (CUST400F), your cursor appears in the Pointer field to the left of the displayed address(es) associated with the customer selected on page one.

The following message appears in the message line:

Use arrow keys to choose an address then press <NEXT FIELD> to continue.



Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved addresses, selecting the appropriate address with the cursor arrow.

Press PREVIOUS FIELD to return to page one and view the queried names again or query a different customer name.

You may also query the addresses within the current customer ID. Generally, you would want to do this only if the list of addresses extends beyond one screen (six addresses).

CUST400F		FIND - Customer Addresses		15-APR-92	
-->	Address	C/O DON SHELDON GENERAL DELIVERY	City	TALKEETNA ST AK	Addr Num Zip 99676 001
	Address		City		Addr Num
	Address		City		Addr Num
	Address		City		Addr Num
	Address		City		Addr Num
	Address		City		Addr Num

Use arrow keys to choose an address then press <NEXT FIELD> to continue.

Char Mode: Replace Page 2 Count: *1

Figure 1 FIND - Customer Form (CUST400F - Page 2)



Press ENTER QUERY to clear the fields on the page. Press NEXT FIELD to move the cursor through the address, city, state, ZIP and address number fields.

Type your query parameters as needed in one or more of the fields, using the wildcard character, %, to broaden your query.



Press EXECUTE QUERY when your query parameters are as you want them.

Locate the address for which you want to view case information, using the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys.



Press NEXT FIELD to continue to the FIND - Customer Form (CUST400F - Page 3) to obtain a list of case serial numbers associated with the selected customer ID.

The System carries forward the customer ID, the selected name and address number if appropriate, to page three of the FIND - Customer Form (CUST400F - Page 3).

The following describes the fields on page two of the FIND - Customer Form (CUST400F). The *Interim System Reference Guide* contains additional field descriptions for this form.

Address - This two-line, 30-character per line field contains the complete address of the customer.

City - This 20-character field contains the city name in which the customer resides or uses for a mailing address.

State - This two-character field contains the state abbreviation for the address.

ZIP - This ten-character field contains the five or ten character ZIP code.

NOTE:

The System links the customer name and the customer address to the customer ID independently of one another, allowing different name and address combinations within a single customer ID.

Addr Num (Address Number) - This three digit field contains the sequentially assigned number for each customer address within a specified customer ID.

This page intentionally left blank.

6.3 FIND - Customer (CUST400F - Page 3)

This page allows you to view customer data and related case serial numbers based upon the System query performed on page one and two of the FIND - Customer Form (CUST400F) or the customer ID entered on this page.

When you press NEXT FIELD on a selected address on the FIND - Customer Form (CUST400F - Page 2), page three appears as shown in Figure 1, with your cursor in the Customer ID field.

Detailed descriptions of the fields on this form precede entry instructions. The *Interim System Reference Guide* contains additional field descriptions for this page.

Cust ID (Customer ID) - This mandatory nine-digit numeric field contains a unique customer ID representing a specific BLM customer. Each customer within the BLM's automated systems receives one unique customer ID located in the customer database. Each customer ID may have multiple names (name numbers) and addresses (address numbers) as displayed on pages one and two of this form.

CUST400F		FIND - Customer		15-APR-92	
Customer ID 000043012		Name Num 001		[REDACTED]	
		Addr Num 001		[REDACTED]	
Case Serial Num		Case Type		Status	
[REDACTED]		[REDACTED]		[REDACTED]	
Press Next Field to Display Abstract Information.					
Please Enter Customer ID. Then Press <NEXT FIELD> To Continue.					
Char Mode: Replace		Page 3		Count: *0	

Figure 1 FIND - Customer Form (CUST400F - Page 3)

When you access the FIND - Customer Form (CUST400F - Page 3) the following message appears in the message line :

**Please Enter Customer ID. Then press
<NEXT FIELD> to continue**

If you entered a customer name on page one of this form when you access page three, the System carries forward the customer ID obtained through the System query.



Press NEXT FIELD to accept the customer ID carried from the previous page and continue to the Name Number field, or type the customer ID in the space provided. Press NEXT FIELD to continue to the Name Number field.

If you enter an invalid customer ID, the following message appears in the message line:

ERROR: Customer ID not on File

If you attempt continue to the Name Number field without entering a customer ID, the following message appears in the message line:

ERROR: Mandatory Field has not been entered

Name Num (Name Number) - This three-digit field contains the sequentially assigned number for each customer name within a specified Customer ID.

When you access the Name Number field, the following message appears in the message line:

Press <NEXT FIELD> to select specific cases or clear the field for all.

The System carries forward the selected name number associated with the Customer ID chosen on page one.



Press NEXT FIELD to accept the name number carried forward from the previous page, or type the appropriate name number in the space provided to override the name selected on page one. Press NEXT FIELD to continue to the Address Number field.



Leave the Name Number field blank, or press CLEAR FIELD to clear the field, selecting **all** names within the specified customer ID.

If you enter an invalid name number for the specified customer ID, the following message appears in the message line:

ERROR: No Customer Name on File

Addr Num (Address Number) - This three digit field contains the sequentially assigned number for each customer address within a specified customer ID.

When you access the Address Number field, the following message appears in the message line:

Press <NEXT FIELD> to select specific cases or clear the field to select all.

The System carries forward the selected address number chosen on page two.



Press **NEXT FIELD** to accept the address number carried forward from the previous page and query the System for a list of case serial numbers, or type the appropriate address number in the space provided to override the address selected on page two. Press **NEXT FIELD** to query the System for a list of associated case serial numbers.



Leave the Address Number field blank, or press **CLEAR FIELD** to clear the field, to select **all** address numbers.

If you enter an invalid address number for the specified customer ID, the following message appears in the message line:

ERROR: Customer Address Number not on File



Press **NEXT FIELD** to query the System for a list of case serial numbers containing the specified customer ID, and name and address combination.

When you press **NEXT FIELD** to query the System for a list of case serial numbers associated with the specified customer ID, the following message appears in the message line:

Query will retrieve x records

Press any function key to acknowledge message.



Press any function key to acknowledge the message identifying how many cases the form will retrieve. The cursor returns to the Customer ID field.

All, if any, case serial numbers associated with the specified customer appear in the lower block of this page.

From the Case Serial Number field, you may query a particular case type, case status or case serial number for this customer; you may access the On-line Case Abstract Form (CASE151F); or, you may continue to page four of the FIND - Customer Form (CUST400F) to view name and address connections for each case, along with the case serial number, customer ID, interest relationship, percent interest, change date and employee ID.

Case Serial Number - These 15-character codes identify specific land, mineral or mining claim cases established within the System for the specified customer.

When you query the System for a list of cases associated with the specified customer, up to 13 case serial numbers appear in the column at once.

Along with the case serial number is the associated case type and case status for each case.

Case Type - This six-digit field identifies the type of case displayed, 311111 - O&G LEASE NONCOM PUB LAND, 256100 - NATIVE ALLOTMENT, etc....

Case Status - This two-digit field represents the status of the case, e.g., 02 - Pending, 07 - Closed. There are seven abbreviations for the valid case status codes.

When you are in the Case Serial Number field, use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved cases.

You may also query a particular case or cases from the cases retrieved for the current customer.



Press ENTER QUERY in the Case Serial Number field. The three fields in this block, Case Serial Number, Case Type and Case Status fields, clear for you to enter your query parameters.

Use the NEXT/PREVIOUS FIELD keys to move from field to field. Type your query parameters in the appropriate fields, using the wildcard character, %, as needed.

EXAMPLE:

You want to see all of the Oil and Gas lease non-competition public land cases that are pending for this customer.

Press ENTER QUERY. Press NEXT FIELD to move the cursor into the Case Type field.

Type 311111 for O&G LSE NONCOMP PUB LAND in the Case Type field. Press NEXT FIELD to continue to the Case Status field.

Type 02 for PENDING in the Case Status field.

Press EXECUTE QUERY to query the System for all 311111 case type, pending cases from within the specified customer.

All oil and gas, case type 311111, pending cases appear in the for this customer.



Press NEXT FIELD to continue to the On-line Case Abstract form (CASE151F) or NEXT BLOCK to continue to page four of the FIND - Customer form (CUST400F) when you locate a case for which you want to view additional information.

Refer to the documentation on page four of the FIND - Customer form (CUST400F) for information regarding that page.

Refer to the On-line Case Abstract (CASE151F) documentation regarding usage of the On-line Case Abstract Form.

NOTE:

When you exit the On-line Case Abstract Form (CASE151F), you will return to page three of the FIND - Customer Form (CUST400F).



Press EXIT to exit the FIND - Customer Form (CUST400F) at any time to exit the form and return to the last accessed menu.

This page intentionally left blank.

6.3 FIND - Customer (CUST400F - Page 4)

This page allows you to view customer name and address information as it relates to the individual cases based upon the case serial number query performed on page three.

For each case/customer relationship, this page displays the case serial number, the customer ID, interest relationship, per cent interest, change date, employee ID, and name and address number associated with the case.

When you press NEXT BLOCK in the Case Serial Number field on page three of the FIND - Customer Form (CUST400F), page four appears as shown in Figure 1, with your cursor in the Case Serial Number field.

This page primarily functions as a viewing page. You may query and scroll through the retrieved cases, but you may not edit data.

CUST400F		FIND - Case/Customer Information					15-APR-92	
Case Ser Num	Cust ID	IR	Pct Int	Chg Date	Empl ID			
AKFF 084737	000084727	01	100	31-MAR-92	LKOH			
	001	MINYARD THOMAS J						
	001	1360 FAIRFIELD DRIVE, BOULDER, CO						
AKFF 084749	000084727	01	100	15-APR-92	LKOH			
	001	MINYARD THOMAS J						
	001	1360 FAIRFIELD DRIVE, BOULDER, CO						

Char Mode: Replace Page 4 Count: *2

Figure 1 FIND - Customer Form (CUST400F - Page 4)



Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the case/customer information displayed on page four of the FIND - Customer form.

You may also query particular cases following the standard query procedures.



Press ENTER QUERY. All fields, except the Customer ID field, clear for you to enter your query parameters.

Use the NEXT/PREVIOUS FIELD keys to move from field to field to enter your query parameters.

Type your query parameters in the appropriate fields, using the wildcard character, %, as needed.



Press EXECUTE QUERY to retrieve a specific case or multiple cases for the specified customer.

EXAMPLE:

Press ENTER QUERY. Move the cursor into the Interest Relationship (IR) field using the NEXT FIELD key.

Type 04 in the Interest Relationship field.

All cases which contain the specified customer as a customer in the case appear on page four.



Press PREVIOUS FIELD or PREVIOUS BLOCK to return to page three. Or, press NEXT BLOCK to return to page one of the FIND - Customer Form (CUST400F).

Press EXIT to exit the FIND - Customer Form (CUST400F) and return to the last accessed menu.

Detailed descriptions of the fields follow. The *Interim System Reference Guide* contains additional field descriptions for this form.

Case Serial Number - These 15-character codes identify specific land, mineral or mining claim cases established within the System for the specified customer.

Cust ID (Customer ID) - This nine-digit numeric field contains a unique Customer ID representing a specific BLM customer. Each customer within the BLM's automated systems receives one unique customer ID located in the customer database. Each customer ID

may have multiple names (name numbers) and addresses (address numbers) as displayed on pages one and two of the FIND - Customer Form (CUST400F).

Interest Relationship (IR) - This two-digit field identifies the customer's relationship to the case using the appropriate BLM abbreviation, e.g., 01 - APPLICANT, 15 - LESSEE, 45 - OFFICE OF RECORD, 10 - DESIGNATED OPERATOR.

Percent Interest - This nine-digit numeric field identifies the percentage of interest owned by the current customer in the case displayed.

Chg Date (Change Date) - This eleven-character field contains the date the case data for the selected customer was last changed.

Empl ID (Employee ID) - This eight-character field contains the employee login of the employee who last edited the selected customer's record in the case file.

Name Num (Name Number) - This three-digit field contains the sequentially assigned number for each customer name within a specified customer ID.

Addr Num (Address Number) - This three digit field contains the sequentially assigned number for each customer address within a specified customer ID.



Press EXIT to exit this form and return to the last accessed menu.

This page intentionally left blank.

6.4 Query Customer History (CUST104F)

This form allows you to query historic customer data, names and addresses. When you make a change (update an address, correct a misspelled name, change a zip code, delete an old address) to a customer file, the old information is archived or saved to History. The Query Customer History Form (CUST104F) queries historic/archived customer data; you may not add, change or delete data while in this form.

When you select the Query Customer History option from the Customer Processing Menu, the Query Customer History Form (CUST104F) appears as shown in Figure 1, with your cursor in the Customer ID field in the Name block.

CUST104F		BLM Interim LIS		04-JUN-92	
Query Customer History					
Cust ID <input type="text"/>					
Cust ID	Name:				
<input type="text"/>	Line 1	<input type="text"/>			
Name Num <input type="text"/>	Line 2	<input type="text"/>			
	Date	<input type="text"/>	Time	<input type="text"/>	
Cust ID	Address:			Date	<input type="text"/>
<input type="text"/>	Line 1	<input type="text"/>		Time	<input type="text"/>
Addr Num <input type="text"/>	Line 2	<input type="text"/>		Time	<input type="text"/>
City	<input type="text"/>	State	<input type="text"/>	Zip	<input type="text"/>
<Show Keys=KP1> <Exit=Esc X> <Move Up=Esc U> <Move Down=Esc B> <input type="text"/>					
PRESS ENTER QUERY OR NEXT BLOCK					
Char Mode: Replace			Page 1	Count: *0	

Figure 1 Query Customer History Form - (CUST104F)

Detailed descriptions of the fields on this form and appropriate data precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field descriptions.

NOTE:

This form provides historic customer information for viewing purposes only. Use the Maintain Customer Form (CUST101F) to update a customer file.

There are three blocks to this form, one contains the customer ID, one contains the customer name, and one contains the customer address. Each block is discussed individually. The customer name relates directly to the customer ID and the customer address relates directly to the customer ID; but the customer name and customer address are not related to each other except that they exist within the same customer ID.

NOTE:

Within the name and address blocks you may execute queries for historic customer information. Move into the appropriate block prior to pressing ENTER QUERY, i.e., press NEXT BLOCK to move into the customer address block to query on a portion of the customer name. The System retrieves information for both the name and address blocks if historic data exist.

When you access the Query Customer History Form (CUST104F), the following message appears in the message line:

PRESS ENTER QUERY OR NEXT BLOCK

WARNING:

Once you press ENTER QUERY from a block, you must cancel the query (CANCEL) before moving into another block. ENTER QUERY appears in the status line when you are in the query mode.

Either enter a customer ID now or press ENTER QUERY. Refer to the instructions on page 6.4–5 for ENTER/EXECUTE QUERY procedures.

NOTE:

In the Query Customer History Form (CUST104F) multiple records of the same name numbers and addresses may appear in the archived files for a single customer ID. This occurs when more than one change takes place for a single record, e.g., when an individual moves twice and the same address record (001) is amended twice to reflect these changes.

Cust ID (Customer Identification) - This nine-digit numeric field contains a unique customer ID representing a specific BLM customer. Each customer within the BLM's automated systems receives one unique customer ID located in the customer table. Each customer ID may have multiple names (name numbers) and addresses (address numbers).



Type the customer ID in the Customer ID field in either the name or address block. Press NEXT FIELD to query the names and addresses archived for the specified customer ID.

NOTE:

If you do not know the customer ID, use the ENTER/EXECUTE QUERY procedures described in this section to query on a customer name or customer address.

When you enter a valid customer ID, all associated archived data, beginning with the first name and address, appear in the fields on this form.

Often there may be customer name data archived within a customer ID, e.g., when a customer changes his/her last name because of marriage, death, divorce, etc..., that does not affect the customer address data. Or a customer may move, changing his/her address, which does not affect the customer name. In this case there may be archived data for the customer ID in only one of the two blocks (name or address).

If there are no name records associated with the archived customer, the following message appears in the message line:

**No record found in the name history table
for this customer ID**

If there are no address records associated with the archived customer, the following message appears in the message line:

**No record found in the address history
table for this Customer ID**

If no archived data are associated to the specified customer ID in the name or address block, the following message appears in the message line:

**No history records found for this
Customer ID**

Name (Customer Name) - This two-line, fifty-character alphanumeric field contains the full name of the customer. Each customer may have multiple names, e.g., AT&T, AT&T Customer Service, AT&T Long Distance, AT&T Application Systems, etc....



Use the NEXT/PREVIOUS RECORD keys to scroll through the archived customer names associated with the customer ID entered in the Customer ID field.

When you reach the first and last record, the following messages appear in the message line, respectively:

**At first record
At last record**

If you did not enter a specific customer ID, follow these query procedures.



Press NEXT/PREVIOUS BLOCK to place the cursor in the name or address block, in whichever one you want to query.

NOTE:

You may not enter query parameters in both blocks; i.e., you may not move the cursor between blocks after you press ENTER QUERY.



Press the ENTER QUERY key. The ENTER QUERY message appears in the status line of the form. All fields on the Query Customer History Form (CUST104F) clear for entering your query parameters.

Type your query parameters in the appropriate fields, using the wildcard character, %, as needed.

Use the wildcard character, %, with discretion, as complex queries (more than one %) may cause System performance to deteriorate.

Use the NEXT FIELD key to move from field to field within the name or address block as you enter your query parameters.



Press the EXECUTE QUERY key to query the System for archived customer information that matches your query parameters.

If the System finds no match to your query, the following message appears in the message line and the cursor returns to the Customer ID field:

**Query caused no records to be retrieved.
Re-enter.**

NOTE:

The System retrieves customers in order by the Customer ID, rather than alphabetically by name.



Use the NEXT/PREVIOUS RECORD keys to scroll through the retrieved customer names or addresses and customer IDs.

If the System finds no archived data for the current customer ID in the block not queried, the following message appears in the message line:

**No record found in the address/name
history table for this Customer ID**



Press **NEXT BLOCK** to move the cursor into the other block to view the archived data, if any, associated with the particular customer.

When you access one block after executing a query from the other block, you may scroll through the data only within the current customer ID.



Use the **PREVIOUS BLOCK** key to return to the block you queried from and continue scrolling through the customer names.

Press **NEXT/PREVIOUS BLOCK** to continue to the other block.

Address (Customer Address) - This two-line, 30-character per line field contains the complete address of the customer.



Use the **NEXT/PREVIOUS RECORD** keys to scroll through the archived customer addresses associated with the customer ID entered in the Customer ID field or currently retrieved in the Name block.

When you reach the first and last record, the following messages appear in the message line, respectively:

At first record

At last record

To begin a new query from any block, use the **NEXT/PREVIOUS BLOCK** keys to move into the appropriate block.

Press **ENTER QUERY** and follow the procedures previously described.



Press **EXIT** to exit the form when finished and return to the last accessed menu.

The following field descriptions identify the remaining fields on the Query Customer History Form (CUST104F).

Name Num (Name Number) - This three-digit field contains the sequentially assigned number for each customer name within a specified customer ID.

Addr Num (Address Number) - This three-digit field contains the sequentially assigned number for each customer address within a specified customer ID.

City - This 20-character field contains the complete city name of the customer's address.

State - This two-character field contains the state abbreviation of the customer's address.

ZIP Code - This nine-character field contains the complete ZIP code for the customer's address.

Date - These 11-character fields contain the date the archived record appeared in the history file, indicating the date of a name or address change.

Time - These eight-character fields contain the time the archived record appeared in the history file, indicating the time of a name or address change.

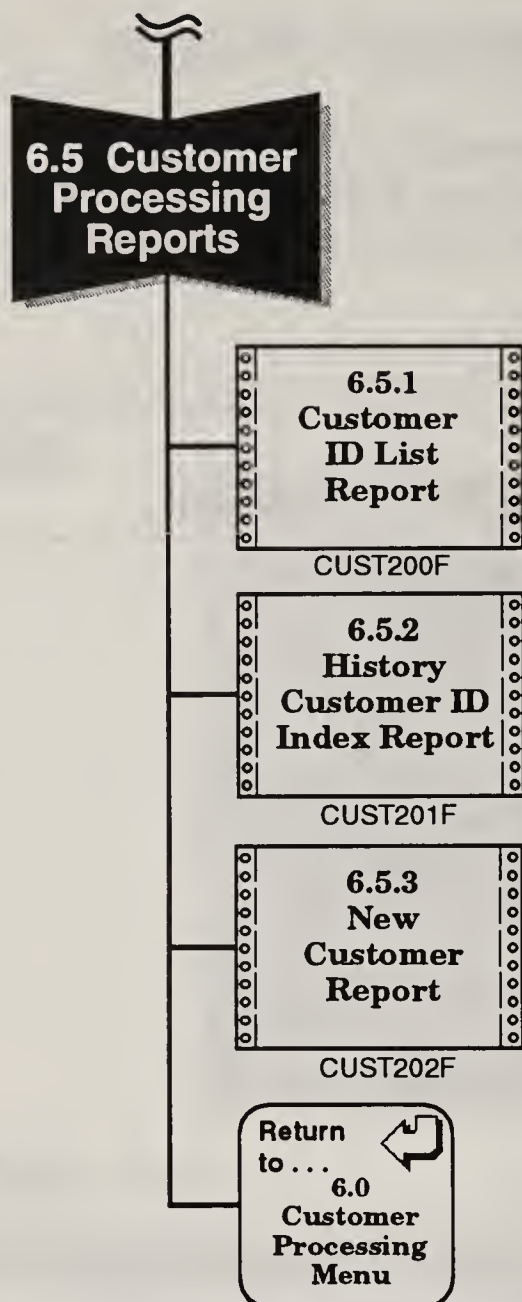
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6.5 Customer Processing Reports Menu

When you select the Customer Processing Reports Menu option from the Customer Processing Menu, the Customer Processing Reports Menu appears as shown in Figure 1.

JTIL505F	BLM Interim LIS	14-JUL-92
Customer Processing Reports Menu		
<div style="border: 1px solid black; padding: 5px;"><div style="display: flex; align-items: flex-start;"><div style="width: 30px; text-align: right; padding-right: 10px;">-></div><div><div>1.Customer ID List</div><div>2.History Customer ID Index</div><div>3.New Customer Report</div><div>4.Customer Processing Menu</div></div></div></div>		
Option Number: <input type="text"/>		QXFER: <input type="text"/>
<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>		
Char Mode: Replace Page 1		
Count: *0		

Figure 1 Customer Processing Reports Menu



Your options include:

Option 1 - Customer ID List (CUST200F) allows you to print a detailed list of a single customer, customers entered during a specified date range, or all customers in the customer database. This report identifies customer ID, customer date, customer type, name number, name date, customer name, address number, address date and customer address.

Option 2 - History Customer ID Index (CUST201F) allows you to print a list of historical customer information for a single customer or all customers in the archived customer database. This report identifies customer ID, customer date, customer type, name number, name date, customer name, address number, address date and customer address information stored in the historic customer table by the System when a change occurs in the customer file.

To access the options available within the Customer Processing Reports Menu, use the NEXT/PREVIOUS RECORD keys to move the cursor vertically through the menu options, type the option number in the Option Number field below the menu, or use the QXFER field and type the Program Name, e.g., Customer ID List (CUST200F) where CUST200F is the Program Name. Press NEXT FIELD to execute your choice.

If you choose to use the QXFER field, follow the instructions in the legend line of the menu to move your cursor into the QXFER field.

Make your selection to continue with your Customer Processing Report entries.

6.5.1 Customer ID List Report (CUST200F)

CUST200F									
BUREAU OF LAND MANAGEMENT - INTERIM LIS									
CUSTOMER ID LIST									
CUST ID/ CUST DATE	CUST NAME TYPE NO.	NAME DATE	CUSTOMER NAMES			ADDR NO.	ADDR DATE	CUSTOMER ADDRESSES	
000014495	P 001	11-NOV-91	ROBSON GERALD E			001	03-JUN-92	HORSESHOE RANCH	
19-MAR-91	P 001	03-JUN-92	PRESIDENT			002	03-JUN-92	TALKEETNA AK 99676	
			ROBSON ROBERTA					MOUNTAIN VIEW PARK	
								TALKEETNA AK 99676	

The Customer ID List Report (CUST200F) produces a 132-column report of a particular customer, customers entered within a specified data range, or all customers within the System. The Customer ID List Report (CUST200F), above, contains the following data elements: customer ID, customer date (date the customer was added to the System), customer type, name date (date the name was added or changed), customer name, address number, address date (date the name was added or changed), and customer address. The report sorts by customer ID and name number and address number within the customer ID.

When you select the Customer ID List Report option from the Customer Reports Menu, the Customer Report Form (CUST200F) appears as shown in Figure 1, with your cursor in the Customer ID field.

WARNING:

Carefully consider the amount of data accessed in generating this report. Generating a large report, i.e., of the entire customer database, may cause System performance to deteriorate. You will generate either a report on one customer, a group of customers, or all customers; **do not run a complete customer database report unless specifically instructed.**

CUST200F	BLM Interim LIS Customer ID List Report	04-JUN-92
<div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <div style="display: flex; justify-content: space-between; border-bottom: 1px solid black; margin-bottom: 10px;"> opt --> Customer ID Number: XXXXXXXXXX </div> <div style="display: flex; justify-content: space-between; border-bottom: 1px solid black; margin-bottom: 10px;"> opt --> Beginning Date: 04-JUN-1992 </div> <div style="display: flex; justify-content: space-between;"> opt --> Ending Date: 04-JUN-1992 </div> </div>		
Destination P PRO Queue Type N		
<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X> LOU		
Please enter the Customer ID Number. Blank = ALL ID NUMBERS.		
Char Mode: Replace Page 1 Count: *0		

Figure 1 Customer ID List Report Form - (CUST200F)

Detailed field descriptions precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field information.

Customer ID - This optional nine-digit numeric field contains a unique customer ID representing a specific BLM customer. Each customer within the BLM's automated systems receives one unique Customer ID located in the customer database. Each Customer ID may have multiple associated names (Name Numbers) and addresses (Address Numbers).

When you access the Customer ID field, the following message appears in the message line:

Please enter the Customer ID Number
Blank = ALL ID NUMBERS



Type the customer ID in the space provided. Press NEXT FIELD to continue to the Destination field.

When you enter a valid customer ID, the System automatically clears the date fields.

Press NEXT FIELD without entering a customer ID to continue to the Data Range fields.

If you enter an invalid customer ID, the following message appears in the message line and your cursor remains in the field:

ERROR: Invalid entry. Please re-enter

Beginning Date/End Date – This optional field contains the beginning and ending dates of when customers were established in the System. Both fields default to the current date.

When you access the Beginning Date field, the following message appears in the message line:

**Enter beginning date for range
(DD-MON-YYYY)**



Type the beginning date, the earliest date from which you want a customer list. Press NEXT FIELD to continue to the Ending Date field.

When you access the Ending Date field, the following message appears in the message line:

Enter ending date range (DD-MON-YYYY)



Type the ending date, the latest date for which you want a customer list. Press NEXT FIELD to continue to the Destination field.

If you enter an ending date earlier than the beginning date, the following message appears in the message line:

**ERROR: Ending date must be >=
beginning date**

If you enter an invalid date, one of the following messages appears in the message line identifying the incorrect portion of the date:

**Date format is DD-MON-YYYY
Day must be between 1 and last of month
Not a valid month name
Year must be 00-99 or 1000-4712**

Retype the date accordingly. Press NEXT FIELD to continue to the Destination field.

CUST200F

BLM Interim LIS
Customer ID List Report

09-JUN-92

WARNING! Running this report without a Customer ID or specifying a date range will slow response time and produce a very large report.

Do you want to continue? Y

Enter Y to continue with report or N to return to date range.

Char Mode: Replace Page 2

Count: *0

When you access page 2, the following message appears in the message line:

Enter Y to continue with report or N to return to data range.

WARNING:

If you do not specify a single customer ID or a data range, you will access and generate a report of **all** customers within the System.

If you do not enter either a customer ID or a date range, Figure 2 appears as a warning screen containing the following message:

WARNING! Running this report without a Customer ID or specifying a date range will slow response time and produce a very large report.

Do you want to continue? N



Press NEXT FIELD to accept the default N, cancel the report, and return to the Beginning Date field on page 1.

Type Y and press NEXT FIELD to continue to the Destination field on page 1.

Destination - This two-part field contains the output type identifier, a single-character field which identifies the type of output (P for Printer, F for File or S for Screen Display) and the printer identifier, a ten-character field which specifies the printer if you choose P - printer as your destination.

When you access the first part of the Destination field, the following message appears in the message line:

Enter destination type of (P)rinter
or (F)ile



Type P to print the report to a printer in hardcopy format. Press NEXT FIELD to continue to the second portion of the Destination field.

If you enter a value other than P or F in the destination field, the following message appears in the message line:

ERROR: Enter F for File or P for
Printer destination



Type the printer ID in the second part of the Destination field. Press NEXT FIELD to continue to the Queue Type field.

Type F in the Destination field to print the report to a file for printing at a later time. Press NEXT FIELD to continue to the Queue Type field.

If you enter an invalid printer identification code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the correct printer ID, press LOV to obtain an on-line list of valid printer codes.

Queue Type - This single-character field specifies whether the report will print immediately or after business hours and its priority within the System. E generally refers to the Express queue and will process and print as soon as possible. N generally refers to the Nite or Normal queue and will process and print at a predetermined after-hours time.

When you access the Queue Type field, one of the following messages appears in the message line:

Enter E to submit report on
Express queue, N for Nite queue

or

Enter N to submit report.
Express queue unavailable.

Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered.

NOTE:

Your Database Administrator identifies which reports require printing after hours and which may print to local printers. If you have questions concerning this report, contact your Database Administrator.



Type E or N to place your report in the appropriate queue. Press COMMIT to queue the report.

If you press a key other than COMMIT, the following message appears in the legend line:

Press COMMIT to submit report
or EXIT to exit

When the System queues your report request, the following message appears in the message line:

Submitting report on batch queue,
please wait...

When your report is in the queue, a message similar to the following examples appears in the message line:

Example:

JOBID #10732 is in the EXPRS queue

or

JOBID #10731 is in the NITE2

EXPRS and NITE2 identify the queues in which the report is located for processing. The JOBID provides the identification number of the batch job submitting your report to the queue.

If you selected F for file as your report output type, the System generates the report to a file using the batch procedure. However, you must spool the file created to obtain a hardcopy.

NOTE:

The generated report file, e.g., CUST200R.095608.RPT, resides in your originating directory on the Prime, outside the Oracle environment.



To print or edit this file, you must return to the Primos environment.

Please check with your office procedures for printing report files.

When your report is through the batch queue after printing, a message similar to the following appears on the screen:

```
***BATCH_SERVICE (user 218 on ZEUS)
at 13:55
```

```
Job CUST200R.135356.CPL for LKOHR
(#10732) completed
```



This message does not interrupt any current processes or keystrokes. Press REDISPLAY PAGE to redraw the screen, displaying the last-entered information.

Press EXIT to exit this report form and return to the Customer Processing Menu.

This page intentionally left blank.

6.5.2 History Customer ID Index Report (CUST201F)

CUST ID/ CUST DATE	ALASKA CUST NAME TYPE NO.	NAME DATE	CUSTOMER	NAMES	ADDR NO.	ADDR DATE	CUSTOMER ADDRESSES
000084378 19-JUN-92	P				001	19-JUN-92	POOLAN RANCH TALKEETNA AK 99676

The History Customer ID Index Report (CUST201F) produces a 132-column report of a specified customer or all customers within the System. This report only prints information that has been altered within the customer database, i.e., if an address changes the System stores the old information in the archived file which prints on this report.

The History Customer ID Index Report (CUST201F), above, contains the following archived customer information: customer ID, customer date, customer type, name date, customer name, address number, address date and customer address. The report sorts by customer ID and name number and address number within the customer ID.

When you select the History Customer ID Index Report option from the Customer Reports Menu, the Customer Report Form (CUST201F) appears as shown in Figure 1, with your cursor in the Customer ID field.

Each customer within the BLM's automated systems receives one unique customer ID located in the customer database. Each customer ID may have multiple associated names (name numbers) and addresses (address numbers).

WARNING:

If you do not specify a single customer ID, you will access and generate a report of **all** customers within the System.

When you access the Customer ID field, the following message appears in the message line:

**Please enter the Customer ID Number.
Blank = ALL ID NUMBERS**



Type the customer ID in the space provided. Press **NEXT FIELD** to continue to the Destination field.

If you enter an invalid customer ID, the following message appears in the message line and your cursor remains in the field:

ERROR: Invalid entry. Please re-enter

Destination - This two-part field contains the output type identifier, a single-character field which identifies the type of output: **P** for Printer, **F** for File or **S** for Screen Display; and the printer identifier, a ten-character field which specifies the printer if you choose **P** - printer as your destination.

When you access the first part of the Destination field, the following message appears in the message line:

**Enter destination type of (P)rinter
or (F)ile**



Type **P** to print the report to a printer in hardcopy format. Press **NEXT FIELD** to continue to the second portion of the Destination field.

Type **F** in the Destination field to print the report to a file for printing at a later time. Press **NEXT FIELD** to continue to the Queue Type field.

If you enter a value other than P or F in the destination field, the following message appears in the message line:

**ERROR: Enter F for File or
P for Printer destination**



Type the printer ID in the second part of the Destination field. Press NEXT FIELD to continue to the Queue Type field.

If you enter an invalid printer identification code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the correct printer ID, press LOV to obtain an on-line list of valid printer codes.

Queue Type - This single-character field specifies when the report will print immediately or after business hours and its priority within the System.

Typically, two queues are available for printing reports: N for Nite or Normal, which prints after business hours, or E for Express, which processes and prints immediately according to current availability.

When you access the Queue Type field, one of the following messages appears in the message line:

**Enter E to submit report on
Express queue or N for Normal queue**

or

**Enter N to submit report.
Express queue unavailable.**

Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered.

NOTE:

Your Database Administrator identifies which reports require printing after hours and which may print to local printers. If you have questions concerning this report, contact your Database Administrator.



Type **E** or **N** to queue your report in the appropriate queue. Press **COMMIT** to queue the report.

If you enter a value other than **E** or **N**, the following message appears in the message line:

**ERROR: Invalid answer -
please enter N or E**

If you press a key other than **COMMIT**, the following message appears in the legend line:

**Press COMMIT to submit report
or EXIT to exit**

When the System queues your report request, the following message appears in the message line:

**Submitting report on batch queue,
please wait...**

When your report is in the queue, a message similar to the following examples appears in the message line:

Example:

JOBID #10732 is in the EXPRS queue

or

JOBID #10731 is in the NORMAL queue

EXPRS and **NITE2** identify the queues in which the report is located for processing. The **JOBID** provides the identification number of the batch job submitting your report to the queue.

If you selected **F** for file as your report output type, the System generates the report to a file using the batch procedure. However, you must spool the file created to obtain a hardcopy.

NOTE:

The generated report file, e.g.,
CUST201R.095608.RPT, resides in your originating directory on the Prime, outside the Oracle environment.



To print or edit this file, you must return to the Primos environment.

Please check with your office procedures for printing report files.

When your report is through the batch queue after printing, a message similar to the following appears on the screen:

```
***BATCH_SERVICE (user 218 on ZEUS)
at 13:55
```

```
Job CUST201R.135356.CPL for LKOHK
(#10732) completed
```



Press REDISPLAY PAGE to clear the message and return to the form.

NOTE:

This message may not appear while you are in the report form; However, it does not interrupt your process, if you press REDISPLAY PAGE.



Press EXIT to exit the form and return to the accessed menu, or enter criteria for another report.

At any time during your criteria entry you may exit and return to the Customer Processing Menu by pressing EXIT.

NOTE:

To cancel a report after you send it to the printer or a file, contact System Administration or your Supervisor to assist in locating the file or batch job and deleting it from the System.

6.5.3 New Customer Report (CUST202F)

CUST202R		BUREAU OF LAND MANAGEMENT - INTERIM LIS			
ADM-STATE: AK		NEW CUSTOMER REPORT			
CUST ID	CUSTOMER NAMES	CUSTOMER ADDRESSES	# OF CASES	EMP ID	
000084737	FOWLES DANIEL MARTIN	4262 FISHBONE BLVD FT COLLINS, CO 80405	2	LISMITH	
000084738	EMPLEVARF PIEDMONT	159 MAPLE ST ANCHORAGE, AK 99531	1	LIJONES	
000084745	FRAME BRYAN ARDIS	11845 BARK RIVER WAY WAUKESHA, WI 53186	1	LIWENON	

The New Customer Report (CUST202F) produces an 80-column report of customers created within a specified data range. The New Customer Report (CUST202F), above, contains the following data elements: customer ID, customer name(s), customer address(es), number of cases, and employee login of the person who created the customer. The report sorts by customer ID.

When you select the New Customer Report option from the Customer Reports Menu, the New Customer Report Form (CUST202F) appears as shown in Figure 1, with your cursor in the Beginning Date field.

WARNING:

Carefully consider the amount of data accessed in generating this report. Generating a large report, i.e., of the entire customer database, may cause System performance to deteriorate. Your date range determines the amount of data printed, carefully consider the amount of data retrieved when entering a large date range.

Detailed field descriptions precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field information.

CUST200F	BLM Interim LIS Customer ID List Report	04-JUN-92
<div style="margin-left: 100px;"> <div style="border: 1px solid black; padding: 5px; display: inline-block;"> <div style="display: flex; justify-content: space-between; border-bottom: 1px solid black; margin-bottom: 5px;"> opt --> Customer ID Number: </div> <div style="background-color: black; width: 100px; height: 1.2em; margin-top: 5px;"></div> </div> <div style="margin-top: 20px;"> <div style="display: flex; justify-content: space-between; border-bottom: 1px solid black; margin-bottom: 5px;"> opt --> Beginning Date: </div> <div style="background-color: black; width: 100px; height: 1.2em; margin-top: 5px;"></div> <div style="display: flex; justify-content: space-between; border-bottom: 1px solid black; margin-top: 5px;"> Ending Date: </div> <div style="background-color: black; width: 100px; height: 1.2em; margin-top: 5px;"></div> </div> </div> <div style="margin-top: 20px; text-align: center;"> Destination P PR0 Queue Type N </div>		
<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X> LOU		
Please enter the Customer ID Number. Blank = ALL ID NUMBERS. Char Mode: Replace Page 1 Count: *0		

Figure 1 New Customer Report Form - (CUST202F)

Beginning Date/End Date – These required fields contain the beginning and ending dates of when customers were established in the System. The End Date field default to the current date.

If you attempt to bypass the either field, the following message appears in the message line:

Field must be entered

When you access the Beginning Date field, the following message appears in the message line:

Enter beginning date range (DD-MON-YYYY)



Type the beginning date, the earliest date from which you want a customer list. Press NEXT FIELD to continue to the Ending Date field.

When you access the Ending Date field, the following message appears in the message line:

Enter ending date range (DD-MON-YYYY)



Type the ending date, the latest date for which you want a customer list, or accept the default of the current date. Press NEXT FIELD to continue to the Destination field.

If you enter an ending date earlier than the beginning date, the following message appears in the message line:

**ERROR! Ending date must be >=
Beginning date**

If you enter an invalid date in either field, one of the following messages appears in the message line identifying the incorrect portion of the date:

**Date format is DD-MON-YYYY
Day must be between 1 and last of month
Not a valid month name
Year must be 00-99 or 1000-4712**

Retype the date accordingly. Press NEXT FIELD to continue to the Destination field.

Destination - This two-part field contains the output type identifier, a single-character field which identifies the type of output (**P** for Printer, **F** for File or **S** for Screen Display) and the printer identifier, a ten-character field which specifies the printer if you choose **P** - printer as your destination.

When you access the first part of the Destination field, the following message appears in the message line:

**Enter destination type of (P)rinter
or (F)ile**



Type **P** to print the report to a printer in hardcopy format. Press NEXT FIELD to continue to the second portion of the Destination field.

Type **F** in the Destination field to print the report to a file for printing at a later time. Press NEXT FIELD to continue to the Queue Type field.

If you enter a value other than **P** or **F** in the destination field, the following message appears in the message line:

**ERROR: Enter F for File or P for
Printer destination**



Type the printer ID in the second part of the Destination field. Press NEXT FIELD to continue to the Queue Type field.

CUST200F

BLM Interim LIS
Customer ID List Report

09-JUN-92

WARNING! Running this report without a Customer ID or specifying a date range will slow response time and produce a very large report.

Do you want to continue? Y

Enter Y to continue with report or N to return to date range.

Char Mode: Replace Page 2

Count: *0

If you enter an invalid printer identification code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the correct printer ID, press LOV to obtain an on-line list of valid printer codes.

Queue Type - This single-character field specifies whether the report will print immediately or after business hours and its priority within the System. E generally refers to the Express queue and will process and print as soon as possible. N generally refers to the Nite or Normal queue and will process and print at a predetermined after-hours time.

When you access the Queue Type field, one of the following messages appears in the message line:

Enter E to submit report on
Express queue, N for Nite queue

or

Enter N to submit report.
Express queue unavailable.

Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered.

NOTE:

Your Database Administrator identifies which reports require printing after hours and which may print to local printers. If you have questions concerning this report, contact your Database Administrator.



Type **E** or **N** to place your report in the appropriate queue. Press **COMMIT** to queue the report.

If you press a key other than **COMMIT**, the following message appears in the legend line:

**Press COMMIT to submit report
or EXIT to exit**

When the System queues your report request, the following message appears in the message line:

**Submitting report on batch queue,
please wait...**

When your report is in the queue, a message similar to the following examples appears in the message line:

Example:

JOBID #10732 is in the EXPRS queue

or

JOBID #10731 is in the NITE2

EXPRS and **NITE2** identify the queues in which the report is located for processing. The **JOBID** provides the identification number of the batch job submitting your report to the queue.

If you selected **F** for file as your report output type, the System generates the report to a file using the batch procedure. However, you must spool the file created to obtain a hardcopy.

NOTE:

The generated report file, e.g., `CUST202R.095608.RPT`, resides in your originating directory on the Prime, outside the Oracle environment.



To print or edit this file, you must return to the Primos environment.

Please check with your office procedures for printing report files.

When your report is through the batch queue after printing, a message similar to the following appears on the screen:

```
***BATCH_SERVICE (user 218 on ZEUS)
at 13:55
```

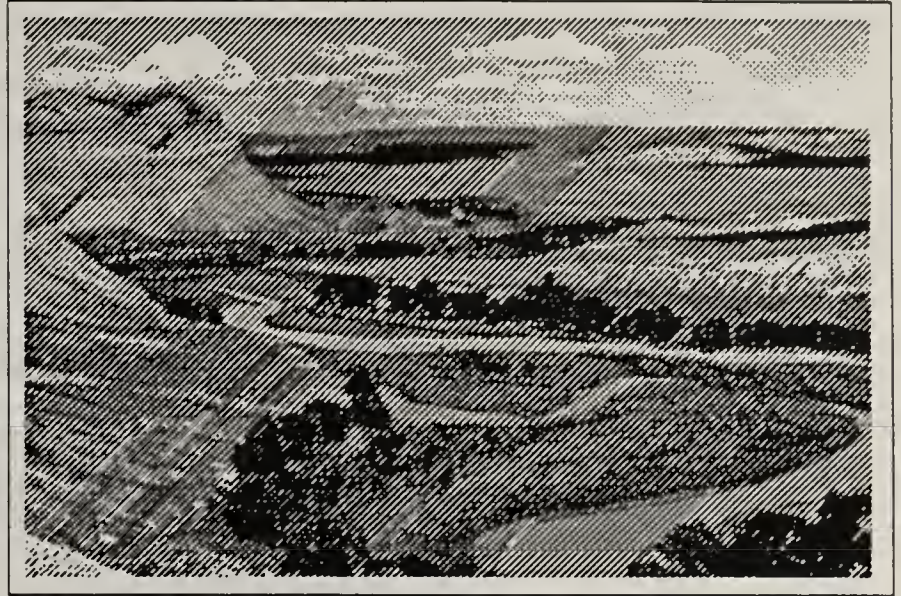
```
Job CUST202R.135356.CPL for LKOHR
(#10732) completed
```



This message does not interrupt any current processes or keystrokes. Press `REDISPLAY PAGE` to redraw the screen, displaying the last-entered information.

Press `EXIT` to exit this report form and return to the last accessed menu.

Chapter 7



Legal Land Description (LLD) Processing

*This chapter
explains how to...*

- Add/Change/Delete LLD data
- Query LLD data
- Execute LLD reports

7.0 Legal Land Description (LLD) Processing Menu

LLD Processing contains one form and four reports that require data and System privileges restricted to a limited number of users. There are two sections or options in this chapter as illustrated in the System Chart, and shown in the menu in Figure 1.

```
UTIL505F                                BLM Interim LIS                                12-JUN-92
Legal Land Description Processing Menu

-> 1.Add/Change/Delete LLD Information
    2.LLD Reports Menu
    3.LIS Main Menu

Option Number:  Option Number:  QXFER:  QXFER:

<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>

Char Mode: Replace Page 1                Count: *0
```

Figure 1 Legal Land Description (LLD) Processing Menu

Each menu option has its own function and purpose within the LLD Processing environment and the overall System.

LLD Processing encompasses a table entirely separate from the tables used to store case data. The case tables contain all the data relating to BLM cases. LLD Processing maintains the legal land description data used to define land records. Legal land data may reside in LLD and not be contained in any case land descriptions within the System. However, LLD data must exist in the LLD table to be included in a case within the System.

This introduction presents an overview of each option within the LLD Processing Menu.

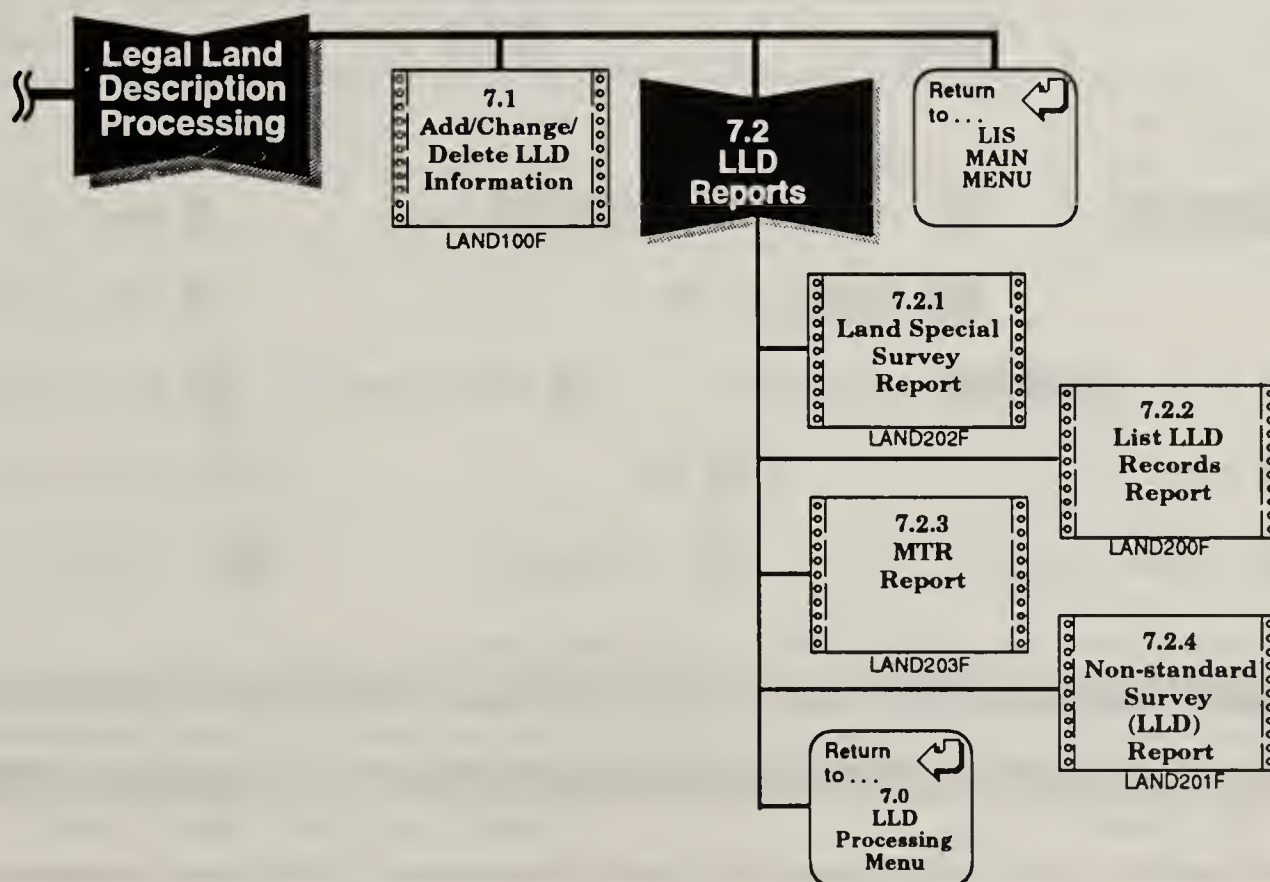
Option 1 - Add/Change/Delete LLD Information

contains the single page form used to add, change and delete LLD data from the LLD table. The Add/Change/Delete LLD Form (LAND100F) allows you to enter new LLD records, change existing LLD records, or delete existing LLD records from the System.

Option 2 - LLD Reports Menu contains a submenu of four LLD reports.

To access the options available within LLD Processing Menu, use the NEXT/PREVIOUS RECORD keys to move the cursor vertically through the menu options, type the option number in the Option Number field below the menu, or use the QXFER field and type the program name, e.g., Add/Change/Delete LLD Information (LAND100F) where LAND100F identifies the program name. Press NEXT FIELD to execute your choice.

Legal Land Description (LLD) Processing Menu System Diagram



If you choose to use the QXFER field, follow the instructions in the legend line of the menu to move your cursor into the QXFER field.

Make your selection to continue with LLD Processing tasks.

7.1 Add/Change/Delete LLD Information Form (LAND100F)

This form allows you to add, change, delete and query Legal Land Description (LLD) data. Use this form to query, change or delete existing LLD records, and add new records to the System.

NOTE:

Records within the LLD table provide the validation data for case land records used in BLM cases.

When you select the Add/Change/Delete LLD Information option from the LLD Processing Menu, the Add/Change/Delete LLD Information Form (LAND100F) appears, as shown in Figure 1, with your cursor in the Meridian field.

LAND100F		BUREAU OF LAND MANAGEMENT - INTERIM LIS		23-JUN-92	
Add/Change/Delete LLD Information					
Mer	■	Twp	■	Rng	■
Srvy Type ■		Num	■	Srvy Suffix ■	Aliquot Part NE NW SW SE ■
Srvy Note ■		Acres ■.0			
Adm State ■	Geo State ■	Adm Agcy ■		Mer Quad ■	
BLM Dist ■	RA ■		Plan Unit ■		
Cnty/Bor ■	Cong Dist ■		Native Region ■		
<Show Keys=KP1><Exit=Esc X>					LOV
Char Mode: Replace Page 1 Count: *0					

Figure 1 Add/Change/Delete LLD Information Form - (LAND100F)

Detailed field descriptions and appropriate field data precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field descriptions of the fields on this form.



To add a new record, simply type the data appropriate to each field. Descriptions of the fields on this form precede entry instructions.

If you queried any existing LLD records when you entered the Add/Change/Delete LLD Information Form (LAND100F), press **CREATE RECORD** to create a new blank record and continue with your addition of a new record. Follow the procedures provided with each field description in this documentation.



To query existing LLD Information, you may use one or more of the fields to enter query parameters.

Press **ENTER QUERY**. **ENTER QUERY** appears in the status line and the following message appears in the message line indicating the query mode:

**Enter a query; press EXECUTE QUERY
to execute, EXIT/CANCEL to cancel.**



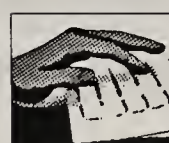
Type your query parameters in one or more fields, using the **NEXT/PREVIOUS FIELD** keys to move from field to field.

Press **EXECUTE QUERY** to query the System for LLD records that match your query criteria. The System retrieves all LLD records that match your criteria, displaying the first record on the form.

Use the **NEXT/PREVIOUS RECORD** keys to scroll through the retrieved LLD records.

NOTE:

Before you query another set of LLD records, you must first commit any changes, additions, or deletions you make to the current record(s).



To change field values within an existing LLD record, retrieve the appropriate records using the query procedures previously described.

Use the NEXT/PREVIOUS FIELD keys to move the cursor through the fields of the retrieved record(s), making changes as needed.

After making changes to the retrieved records, if you press EXIT or ENTER QUERY, the following message appears in the message line:

Do you want to commit the changes
you have made? Y



Press NEXT FIELD to accept the default Y and save any changes made to the retrieved records.

Type N and press NEXT FIELD to exit the form or continue with your query without saving your changes.

When you accept the default Y, the following message appears in the message line:

Transaction completed --
X records processed.
Press any function key to
acknowledge message.



Press any function key to acknowledge this message and continue with your LLD processing query. The cursor returns to the Meridian field.

Example:

To change the BLM District within a specific LLD record, use the previously described procedures to query the LLD record. Use the NEXT FIELD key to move the cursor from the Meridian field to the BLM District field. Change the BLM District from 04 to 01. Press COMMIT to save your change to this record.



To delete an existing LLD record from the System, first query the System for the record you want to delete.

The System may return more than one record, depending upon your query. Scroll through the retrieved records, using the NEXT/PREVIOUS RECORD keys, to locate the one you want to delete.



When the System displays the record you want to delete, press the DELETE RECORD key.

WARNING:

Carefully verify that the record displayed is the record you want to delete. To restore a deleted LLD record you will have to re-enter the entire record.

The record immediately disappears from the form, displaying either the next record retrieved in your query or a blank form. Although the record no longer exists in the form displayed, the record remains in the System until you commit the deletion.



Press COMMIT to confirm the deletion of a record from the System. If you do not commit your deletion, when you exit the form the following message appears in the message line:

Do you want to commit the changes
you have made? Y



Press NEXT FIELD to accept the default Y, yes, if you want to save any changes you have made, including additions and deletions, to LLD records while in this form.

The following message appears in the message line:

Transaction completed --
XX records processed.
Press any function key to
acknowledge message.

When you press a function key, the System exits the form and returns to the LLD Processing Menu.



Type N and press NEXT FIELD to exit the form without saving the changes, deletions and additions you made.

NOTE:

Most of the fields on this form have access to a LOV screen. Use the standard procedures for LOV and query procedures described in the *Interim System Reference Guide* and other portions of this documentation.

WARNING:

When you have a record displayed on the form, entering new data **changes** the existing record. Be certain to press CREATE RECORD to enter a new record.

DE 1703
or...
LOV ♥

Mer (Meridian) - This mandatory two-character alphanumeric field identifies the meridian code describing the land location. Data Element 1703 and LOV contain a list of possible meridian codes.

In LOV, a textual description accompanies the meridian code.



Type the meridian code beginning on the left side of the field, leaving unused positions blank. Press NEXT FIELD to continue to the Township field.

If you enter an invalid meridian code, the following error message in the message line:

ERROR: Invalid Meridian

LOV ♥

If you do not know the appropriate meridian code, press LOV to obtain an on-line list of valid codes.

DE 1695

Twp (Township) - This mandatory five-character alphanumeric field identifies the township in which the land description exists. Data Element 1695 defines township.



Type the entire township designation, including all zeros, in the space provided. Press NEXT FIELD to continue to the Range field.

If you enter an invalid fraction portion of the township, the following message appears in the message line:

**Township Fraction must be 0-3.
Please re-enter.**

If you incorrectly enter the township direction, the following message appears in the message line:

**Township Direction must be N or S.
Please re-enter.**

WARNING:

The process of creating a whole township number when you enter only a fractional number takes over 25 minutes. You may want to create the entire township before creating the fractional descriptions.

DE 1699



If you enter a fractional township without first creating the entire township, the following message appears:

Fractional township entered...
Please wait...
creating whole TOWN NUMBER...

Rng (Range) - This mandatory five-character alphanumeric field contains the range designation for the land description. Data Element 1699 defines range.

Type the entire range designation, including zeros, in the space provided. Press NEXT FIELD to continue to the Section field.

If you enter an invalid fraction portion of the range, the following message appears in the message line:

Range Fraction must be 0-3, or A or B.
Please re-enter.

If you enter an invalid range direction, the following message appears in the message line:

Range Direction must be E or W.
Please re-enter.

DE 2506



Sec (Section) - This required three-character alphanumeric field contains the section designation to further identify the LLD area within the meridian, township and range. Data Element 2506 defines section.

Type the section in the space provided, leaving unused positions blank. Press NEXT FIELD to continue to the Srvy Type field.

DE 3131

or...
LOV ♥



Srvy Type (Survey Type) - This mandatory single-character alphanumeric field identifies the type of survey performed. Data Element 3131 and LOV contain valid survey types. A survey type indicates the kind of subdivisional component of a public land survey appropriate for this land.

If you attempt to bypass this field, the following message appears in the message line:

Field must be entered

Type the survey type. Press NEXT FIELD to continue to the Survey Number field.

If you enter an invalid survey type, the following message appears in the message line:

ERROR: Invalid Survey Type

If you do not know the appropriate survey type code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Survey Type LOV screen, Figure 2, from the Srvy Type field, all valid survey type codes appear in the Code field, with corresponding descriptions in the Description field. Your cursor appears in the first position of the Code field.

The screenshot shows a terminal window titled "DICT106F" with a subtitle "BLM Interim LIS Survey Type (3131)" and a date "24-APR-92". The main content is a table with three columns: "Code", "Description", and "Expanded Text". The "Code" column contains codes like EXC, TRAC, ALQ, EXNC, MC, HOML, FMU, UNK, ALL, and FLO. The "Description" column contains corresponding descriptions. The "Expanded Text" column contains more detailed information. At the bottom, there is a status bar with "v Char Mode: Replace Page 1" and "Count: 10".

Code	Description	Expanded Text
EXC	FREE FORMAT	FREE FORMAT
TRAC	TRACT (NON-CADASTRAL)	TRACT (NON-CADASTRAL)
ALQ	MINOR ALIQUOT, E.G., W2W2W2W2	MINOR ALIQUOT, E.G., W2W2W2W2
EXNC	EXCLUSION/EXCEPTION ACREAGE TO ALQ	EXCLUSION/EXCEPTION ACREAGE TO ALQ
MC	MINING CLAIMS	MINING CLAIMS
HOML	NOMINAL LOCATION OF ENCUMBRANCE	NOMINAL LOCATION OF ENCUMBRANCE
FMU	LANDS REMOVED FROM ACTIVE CASE	LANDS REMOVED FROM ACTIVE CASE
UNK	EXACT LOCATION IN SECTION UNKNOWN	EXACT LOCATION IN SECTION UNKNOWN
ALL	ALL - DESCRIBES ENTIRE SECTION	ALL - DESCRIBES ENTIRE SECTION
FLO	ALIQUOT (40 ACRES OR MORE)	ALIQUOT (40 ACRES OR MORE)

Figure 2 Survey Type LOV Screen (DICT106F)

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the valid survey types.

You may also query for a particular survey type code following the ENTER/EXECUTE QUERY procedures.

Press ENTER QUERY to clear the fields and place your cursor in the Code field. Use the NEXT FIELD key to move the cursor back and forth between the fields.

Type your query parameters in one of the fields, using the wildcard character, %, as needed.

Use the wildcard character with discretion, as broad queries, using more than one or two wildcard characters, may deteriorate System performance.

Press EXECUTE QUERY to retrieve data that match your query parameters.

LOV Example:

Press ENTER QUERY.

Press the NEXT FIELD key to move the cursor into the Description field. Type M% in the Description field.

Press EXECUTE QUERY to retrieve all survey type data in the database where the description begins with M.

Locate the desired value using the NEXT/PREVIOUS RECORD keys, moving the cursor vertically through the values.

Press NEXT FIELD to retrieve the current value.

Press EXIT to exit without retrieving any of the displayed values.

DE 3118

Srvy Num (Survey Number) - This seven-character alphanumeric field identifies the survey number associated with the entered survey type. Certain survey types require a survey number. Data Element 3118 describes survey number.



Type the survey number, leaving unused positions blank. Press NEXT FIELD to continue to the Suffix or Aliquot Part field depending upon the survey type.

If you attempt to enter a survey number associated with a survey type that does not accept a survey number, the following message appears in the message line and your cursor skips to the Aliquot Part field:

ERROR: Survey Number NOT allowed

NOTE:

Any survey type that accepts a survey number will accept a suffix. If you have a suffix code to enter, continue to the Suffix field, otherwise skip to the Aliquot Part field.

Survey Suffix - This optional two-character alphanumeric field contains the survey number suffix, usually assigned to a complex survey. A suffix can be attached to any survey number.



Type the survey suffix, if appropriate. Press NEXT FIELD to continue to the Aliquot Part field.

NOTE:

You cannot enter a survey suffix if you have not entered a survey number.

If you enter a suffix without first entering a survey number, the following message appears in the message line and the cursor returns to the Survey Number field:

ERROR: Mandatory field has not been entered

DE 2904

Aliq Part (Aliquot Part) - This 16-character field identifies the aliquot parts defined within the land description record. Data Element 2904 defines an Aliquot Part. The System allows entry of four Xs under each quarter, each X representing a 40-acre quarter-quarter. The four spaces coincide with the standard quarter sequence, i.e., NE, NW, SE, SW.

Example:

If your aliquot part includes the SE quarter, type four Xs starting under the S in SE.

If your aliquot part includes the N2SW, type two Xs starting under the S in SW, completing the first two positions only.

If your aliquot part includes the SWNW, type one X in the fourth position of the NW quarter.



Type an X in each of the aliquot parts applicable to this land description. Press NEXT FIELD to continue to the Survey note field.

If you enter an invalid aliquot part value, the following message appears in the message line:

**ERROR: Invalid Aliquot Parts Code.
Must be X or blanks only.**

You may enter up to 16 Xs to identify aliquot parts within this land description. However, rarely does a single land description contain more than two aliquot parts.

Use the left and right arrow keys to move the cursor from space to space within the Aliquot Part field without entering a value.

DE 2920

Or...

LOV ♥

Survey Note - This optional single-character alphabetic field identifies non-standard conditions that exist in the records for a cadastral survey, e.g., multiple lots of the same number in one section. Data Element 2920 and LOV contain valid survey note codes.



Type the survey note code. Press NEXT FIELD to continue to the Acres field.

If you enter an invalid survey note code, the following message appears in the message line:

ERROR: Invalid Survey Note

If you do not know the appropriate survey note code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Survey Note LOV screen, Figure 3, from the Srvy Note field, all valid survey note codes appear in the Survey Note Code field, with corresponding descriptions in the Description field. The cursor appears in the first position of the Code field.

The screenshot shows a terminal window titled "DICT124F" with a header "BLM Interim LIS" and "Survey Note (2920)". The date "23-JUN-92" is in the top right. The main area is a table with two columns: "Survey Note Code" and "Description". The codes listed are: APPX AC, CNFLT/QU, NONAD AC, MINUS AC, NOT CODE, REC PROB, REPLACEMENT, SALT WTR, and EXCEPTN. A cursor is positioned at the first character of the "Survey Note Code" field. At the bottom, there is a status bar with "<Show Keys=KP1> <Exit=Esc X>" and a footer with "Char Mode: Replace Page 1" and "Count: *9".

Survey Note Code	Description
APPX AC	
CNFLT/QU	
NONAD AC	
MINUS AC	
NOT CODE	
REC PROB	
REPLACEMENT	
SALT WTR	
EXCEPTN	

Figure 3 Survey Note LOV Screen (DICT124F)

Use the *NEXT/PREVIOUS RECORD* and *NEXT/PREVIOUS SET* keys to scroll through the retrieved values.

You may also query a particular code using the standard *ENTER/EXECUTE QUERY* procedures. However, since there are only nine codes and they are visible on a single screen, querying may be excessive.

Press *NEXT FIELD* to retrieve the selected value.

Press *EXIT* to exit without retrieving any of the displayed codes.

NOTE:

If you entered an **A** survey type, the System completes the Acres field automatically based upon the entered aliquot parts. The cursor skips the Acres field.

DE 3138

Acres - The two fields that appear to the right of this field name identify the number of acres specific to this LLD Record. The first five-digit numeric field contains the whole number, while the second three-digit numeric field contains the decimal portion. See Data Element 3138 for a description of case land acres. You must enter a value greater than zero.



Type the whole number of LLD acres, leaving unused positions blank. Press NEXT FIELD to continue to the fractional portion. Type the fractional acre, if applicable, leaving unused positions blank. Press NEXT FIELD to continue to the Adm State field.

If you enter an invalid character or incorrect value for a land description, i.e., aliquot part survey, the following message appears in the message line:

ERROR: Acres must be numeric

If you enter a value less than or equal to zero, or attempt to bypass this field without entering a value, the following message appears in the message line:

**ERROR: Acres Quantity must be
Greater than 0**

DE 0003
Or...
LOV ♥

Adm State (Administrative State) - This required two-character alphabetic field identifies the state responsible for administering the lands. Data Element 0003 and LOV contain valid administrative state abbreviations. This field defaults to the administrative state associated with the entered meridian.

If you attempt to bypass this field without entering a value, the following message appears in the message line:

Field must be entered



Type the administrative state abbreviation to override the default. Press NEXT FIELD to continue to the Geo State field.

If you enter an invalid administrative state abbreviation, the following message appears in the message line and your cursor remains in the Adm State field:

ERROR: Invalid Adm State

LOV ♥

If you do not know the appropriate administrative state abbreviation, press LOV to obtain an on-line list of valid codes.

DE 0099
Or...
LOV ♥

Geo State (Geographic State) - This mandatory two-character alphabetic field identifies the geographic state in which the land exists. Data Element 0099 and LOV contain valid designations for the geographic state.

If you attempt to bypass this field without entering a value, the following message appears in the message line:

Field must be entered



Type the geo state abbreviation. Press NEXT FIELD to continue to the Adm Agcy field.

If you enter an invalid geo state abbreviation or one not compatible with the entered administrative state, the following message appears in the message line:

ERROR: Invalid Geo State

LOV ♥

If you do not know the appropriate geographic state abbreviation, press LOV to obtain an on-line list of valid codes.

DE 2929
or...
LOV ♥

Adm Agcy (Administrative Agency) - This required eight-character alphanumeric field identifies the agency that maintains administrative jurisdiction over federal surface (lands), e.g., Forest Service, National Park Service, BLM, etc.... Data Element 2929 and LOV contain valid adm agency codes.

If you attempt to bypass this field without entering a value, the following message appears in the message line:

Field must be entered



Type the adm agency. Press NEXT FIELD to continue to the Meridian Quad field.

If you enter an invalid adm agency code, the following error message appears in the message line:

ERROR: Invalid Adm Agency

LOV ♥

If you do not know the appropriate administrative agency code, press LOV to obtain an on-line list of valid codes.

Meridian Quad - This required two-character alphabetic field identifies the location of the lands relative to the base line and principal meridian. NE, NW, SW and SE are the only valid codes.

When you access this field, the following message appears in the message line:

**Valid Meridian Quad codes are:
NE, NW, SW and SE**

If you attempt to bypass this field without entering a value, the following message appears in the message line:

Field must be entered



Type the meridian quad code. Press NEXT FIELD to continue to the BLM Dist field.

If you enter an invalid meridian quad code, the following message appears in the message line:

ERROR: Invalid Meridian Quad

**DE 0419
Or...
LOV ♥**

BLM District (District Office) - This mandatory two-digit numeric code represents the BLM district office responsible for the area included in the land record description. Data Element 0419 and LOV contain available district designations.

If you attempt to bypass this field without entering a value, the following message appears in the message line:

Field must be entered



Type the appropriate district office code. Press NEXT FIELD to continue to the Resource Area field.

If you enter an invalid district office code, the following message appears in the message line:

ERROR: Invalid BLM District

If you do not know the appropriate district office code, press LOV for an on-line list of valid codes.

LOV ♥

When you access the District /RA/ Planning Unit LOV Screen, Figure 4, from the District Office, RA, or Plan Unit field, all valid codes and descriptions appear for the entered geo state. The cursor appears in the first portion of the Adm State field.

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved values.

You may also use the standard query procedures to query a particular code or set of codes.

Press NEXT FIELD to retrieve the current code.

DICT126F		BLM Interim LIS		27-APR-92	
District/Resource Area/Planning Unit (0419)					
Adm	State	Dist	RA	PU	Description
		04			ANCHORAGE DISTRICT OFFICE
		05			GLENNALLEN DISTRICT OFFICE
		06			ARCTIC DISTRICT OFFICE
		07			KOBUK DISTRICT OFFICE
		08			STEESE/WHITE MTNS DISTRICT OFFICE

<Show Keys=KP1> <Exit=Shift-F10> **LOV**

Char Mode: Replace Page 1 Count: *5

Figure 4 District/RA/Planning Unit LOV Screen (DICT126F)

Press **EXIT** to exit the form without retrieving any of the displayed values.

DE 0419
Or...
LOV ♥

RA (Resource Area) - This optional two-digit numeric code represents the BLM resource area responsible for the area included in the land record description. Data Element 0419 and LOV contain valid resource area codes.

NOTE:

If your state does not have resource areas (e.g., Alaska and Eastern States), this field should remain blank.



Type the resource area code in the space provided. Press **NEXT FIELD** to continue to the Planning Unit field.

If you enter an invalid resource area code, the following message appears in the message line:

ERROR: Invalid Resource Area

LOV ♥

If you do not know the appropriate resource area code, press **LOV** to obtain an on-line list of valid codes. Refer to the District Office LOV Screen for instructions.

DE 0419
Or...
LOV ♥

Planning Unit - This optional two-digit numeric field identifies the planning unit within the specified resource area and district, if applicable, which is responsible for the described lands. Data Element 0419 and LOV contain valid planning unit codes.

NOTE:

If your state does not have planning units (e.g., Alaska), this field should remain blank.



Type the planning unit code, if applicable. Press NEXT FIELD to continue to the Cnty/Bor field.

If you enter an invalid planning unit code, the following message appears in the message line:

ERROR: Invalid Planning Unit

LOV ♥

If you do not know the appropriate planning unit code, press LOV to obtain an on-line list of valid codes. Refer to the District Office LOV Screen for instructions.

NOTE:

Different states use either county or borough codes. Both types of codes may be entered in the single Cnty/Bor field.

DE 0002
or...
LOV ♥

Cnty/Bor (County/Borough) - This optional three-digit numeric field designates the county or borough in which the land description exists. Data Element 0002 and LOV contain valid lists of county and borough codes.



Type the county or borough code in the space provided. Press NEXT FIELD to continue to the Congressional District field.

If you enter an invalid county or borough code, the following message appears in the message line:

ERROR: Invalid County within Geo State

If you do not know the appropriate county or borough code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the County / Borough LOV screen, Figure 5, from the Cnty / Bor field, all valid county states appear in the State field, with corresponding names in the Name field. Your cursor appears in the first position of the State field.

Use the NEXT / PREVIOUS RECORD and NEXT / PREVIOUS SET keys to scroll through the valid counties.

State	Cnty	Name
013		ALEUTIANS EAST
020		ANCHORAGE
060		ASTORIA BAY
090		FAIRBANKS NORTH STAR
100		HAINES
110		UNERU
122		KENAI PENINSULA
130		KETCHIKAN GATEWAY
150		KODIAK ISLAND
164		LAKE AND PENINSULA

<Show Keys=KP1> <Exit=Esc X>

Char Mode: Replace Page 1 Count: 10

Figure 5 County/Borough LOV Screen (DICT129F)

You may also query for a particular county state following the *ENTER/EXECUTE QUERY* procedures.

Press *ENTER QUERY* to clear the fields and place your cursor in the State field. Use the *NEXT FIELD* key to move the cursor back and forth between the fields.

Type your query parameters in one of the fields, using the wildcard character, %, as needed.

Use the wildcard character with discretion, as broad queries, using more than one or two wildcard characters, may deteriorate System performance.

Press *EXECUTE QUERY* to retrieve data that match your query parameters.

Locate the desired value using the *NEXT/PREVIOUS RECORD* keys, moving the cursor vertically through the values.

Press *NEXT FIELD* to retrieve the current value.

Press *EXIT* to exit without retrieving any of the displayed values.

DE 0004
Or...
LOV ♥

Cong District (Congressional District) - This mandatory two-digit numeric field identifies the congressional district in which the lands exist. Data Element 0004 and LOV contain valid congressional district codes.

If you attempt to bypass this field, the following message appears in the message line:

Field must be entered



Type the congressional district code. Press *NEXT FIELD* to continue to the Native Region field.

If you enter an invalid congressional district code, the following message appears in the message line:

ERROR: Invalid Congressional District

If you do not know the correct congressional district code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Congressional District LOV screen, Figure 3, from the Cong Dist field, all valid congressional district codes appear in the District field, with corresponding states and descriptions. The cursor appears in the first position of the State field.

State	District	Description
HI	00	CD AT-LARGE
HI	01	1ST CONG-DIST
HI	02	2ND CONG-DIST
HI	03	3RD CONG-DIST
HI	04	4TH CONG-DIST
HI	05	5TH CONG-DIST
HI	06	6TH CONG-DIST
HI	07	7TH CONG-DIST
HI	08	DELEGATE AT-LARGE
HI	09	1ST CONG-DIST
HI	01	

Figure 6 Congressional District LOV Screen (DICT115F)

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the valid congressional district codes.

You may also query a particular congressional district code using the standard query procedures.

Press ENTER QUERY to clear the fields and place the cursor in the State field. Use the NEXT FIELD key to move the cursor from field to field.

Type your query parameters in one or more fields using the wildcard character, %, as needed. Press EXECUTE QUERY to retrieve data that match your query parameters.

Locate the appropriate value using the NEXT/PREVIOUS RECORD keys.

Press NEXT FIELD to retrieve the selected code.

Press EXIT to exit without retrieving any of the displayed values.



Native Region - This optional two-digit numeric field identifies the native region, if applicable, of the lands. LOV contains valid native region codes.



Type the native region code, if applicable.

If you enter an invalid native region code, the following message appears in the message line:

ERROR: Invalid Regional Corporation

DICT117F
BLM Interim LIS
27-APR-92

Native Region

Geographic State	Native Region Code	Description
*	01	ALEUT
*	02	ARCTIC SLOPE
*	03	CALISTA
*	04	BERING STRAITS
*	05	BRISTOL BAY
*	06	CHUGACH
*	07	COOK INLET
*	08	CHITNA
*	09	KONIAG
*	10	CHANA

<Show Keys=KP1> <Exit=Shift-F10>

LOV

Char Mode: Replace
Page 1
Count: 10

Figure 7 Native Region LOV Screen (DICT117F)

If you do not know the appropriate native region code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Native Region LOV screen, Figure 3, from the Native Region field, all valid native region codes appear in the Native Region field, with corresponding states and descriptions. The cursor appears in the first position of the State field.

Use the **NEXT/PREVIOUS RECORD** and **NEXT/PREVIOUS SET** keys to scroll through the valid native region codes.

You may also query a particular native region code using the standard query procedures.

Press **ENTER QUERY** to clear the fields and place the cursor in the State field. Use the **NEXT FIELD** key to move the cursor from field to field.

Type your query parameters in one or more fields using the wildcard character, %, as needed. Press **EXECUTE QUERY** to retrieve data that match your query parameters.

Locate the appropriate value using the **NEXT/PREVIOUS RECORD** keys.

Press **NEXT FIELD** to retrieve the selected code.

Press **EXIT** to exit without retrieving any of the displayed values.

Press **COMMIT** to save the addition of a new record to the System.



The following message appears in the message line when you commit your additions:

Transaction completed --
XX records processed.

If you press ENTER QUERY without first committing your additions, changes, or deletions, the following message appears in the message line:

Do you want to commit the changes
you have made? Y

If you entered and executed a query in this session prior to adding, changing, or deleting LLD records, and you press EXIT without first committing your updates, this same message appears.



Press NEXT FIELD to accept the default Y and save any changes made.

Type N and press NEXT FIELD to continue with your query without saving your changes.

WARNING:

If you did not enter and exit a query prior to adding LLD records, and you do not commit your additions, when you exit the form you will lose your additions. The System does not ask if you want to save your additions before exiting.

Press EXIT to exit the form and return to the last accessed menu.

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7.2 LLD Reports Menu

When you select the LLD Reports Menu option from the LLD Processing Menu, the menu illustrated in Figure 1, appears with your cursor in the Option Number field.

```
JTIL505F          BLM Interim LIS          24-JUN-92
          LLD Reports Menu

-> 1.Land Special Survey
    2.List LLD Records
    3.MTR Report
    4.Non-standard Survey (LLD)
    5.Legal Land Description Processing Menu

Option Number:  Option Number:  QXFER:  QXFER:

<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>

Char Mode: Replace Page 1          Count: *0
```

Figure 1 LLD Reports Menu

LLD reports generate various outputs of the land descriptions stored in the LLD table. They do not include any case information nor do they relate any of the land descriptions to cases.

The LLD Reports options include:

Option 1 - Land Special Survey Report allows you to print a 132-column report of land information for a specified survey type or listing surveys. The Land Special Survey List Report contains the following information: survey type, survey number, survey suffix, acres, meridian, township, range and section, total acres for the survey number, total acres for the survey type, and grand total based upon the selection criteria entered. The report sorts by ascending survey type.

LAND202F	BLM Interim LIS Land Special Survey Report	12-JUN-92	
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Meridian Code <div style="background-color: black; width: 20px; height: 15px; margin: 2px;"></div> </div>	Opt -->	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Meridian Quadrant <div style="background-color: black; width: 20px; height: 15px; margin: 2px;"></div> <div style="background-color: black; width: 20px; height: 15px; margin: 2px;"></div> <div style="background-color: black; width: 20px; height: 15px; margin: 2px;"></div> <div style="background-color: black; width: 20px; height: 15px; margin: 2px;"></div> </div>	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Survey Type <div style="background-color: black; width: 10px; height: 15px; margin: 2px;"></div> </div>
<div style="border: 1px solid black; padding: 5px; display: inline-block; margin: 5px;"> Township Begin End <div style="background-color: black; width: 40px; height: 15px; margin: 2px;"></div> <div style="background-color: black; width: 40px; height: 15px; margin: 2px;"></div> </div>		<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Range Begin End <div style="background-color: black; width: 40px; height: 15px; margin: 2px;"></div> <div style="background-color: black; width: 40px; height: 15px; margin: 2px;"></div> </div>	
Destination P PR0		Queue Type N	
<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>			
LOV			
Char Mode: Replace Page 1		Count: *0	

Figure 1 Land Special Survey List Report Form - (LAND202F)

WARNING:

Carefully verify the amount of data your selection criteria will access. Generating a large report may cause System performance to deteriorate.

DE 1703
Or...
LOV ♥



Meridian - This mandatory field contains a meridian specification for this report output. Data Element 1703 and LOV contain valid meridian codes and descriptions.

Type the meridian code, including zeros. Press NEXT FIELD to continue to the Meridian Quadrant field.

If you enter an invalid meridian, the following message appears in the message line:

ERROR: Invalid Meridian code.
Please re-enter.

If you attempt to continue directly to the Meridian Quadrant fields without entering a meridian, the following message appears in the message line:

Field must be entered

LOV ♥

Press LOV to obtain an on-line list of valid codes.

Meridian Quadrant - These optional two-character fields identify the quadrants to which you want to limit your report.

When you access the Meridian Quadrant field, the following message appears in the message line:

**Valid Quadrant values are: NE, NW, SW, SE
(NE=1, NW=2, SE=3, SW=4)**



Type the quadrant, if applicable. Press NEXT FIELD to continue to the next Meridian Quadrant field or the Survey Type field.

If you enter an invalid character, the following message appears in the message line:

ERROR: Invalid Quadrant Code

You may enter up to four quadrants. Press NEXT FIELD on the last quadrant to continue to the Survey Type field.

**DE 3131
or...
LOV ♥**

Srvy Type (Survey Type) - This optional field identifies a particular survey type to query. Data Element 3131 and LOV contain valid survey type codes.

When you access the Survey Type field, the following message appears in the message line:

Please enter valid Survey Type



Type a specific survey type code to limit the report to one survey type, or press NEXT FIELD without entering a survey type code to access all survey types. Press NEXT FIELD to continue to the Township field.

If you enter an invalid survey type, the following message appears in the message line:

**ERROR: Invalid Survey Type.
Please re-enter**

NOTE:

If you entered a meridian quadrant and attempt to bypass the Survey Type field, the following message appears in the message line:

**ERROR: Survey Type is mandatory
with QUADRANT selection**

DE 1695

If you entered a meridian quadrant, the cursor skips the Township and Range fields.

Township - These two required fields specify a range of township values to query for the report. Refer to the *Interim System Reference Guide* and Data Element 1695 for additional information regarding Township values.

If you attempt to bypass these fields, the following message appears in the message line:

**ERROR: Township is mandatory
if no QUADRANT is selected**



Type the low-end township value in the Begin field. Press NEXT FIELD to continue to the End field.

The End field automatically defaults to the same value entered in the Begin field.



Type the high-end township value in the End field to override the default. Press NEXT FIELD to continue to the Range field.

If you enter an invalid direction code, for the Township, the following message appears in the message line:

ERROR: Township direction must be N or S

If you enter an invalid township, the following message appears in the message line:

**ERROR: Incorrect TOWN NUMBER. Does not
exist or not in Meridian code selected**

DE 1699

Or...

LOV ♥

Range - These two mandatory fields specify a range of range values to query for the report. Refer to the *Interim System Reference Guide* and Data Element 1699 for additional information regarding Range values.

If you attempt to bypass these fields, the following message appears in the message line:

**ERROR: Range is mandatory
if township entered**



Type the low-end range value in the Begin field. Press NEXT FIELD to continue to the End field.

The End field automatically defaults to the same value entered in the Begin field.



Type the high-end range value in the End field to override the default. Press NEXT FIELD to continue to the Destination field.

If you enter an invalid direction code for the Range, the following message appears in the message line:

ERROR: Range direction must be E or W

If you enter an invalid range, the following message appears in the message line:

**ERROR: Incorrect RANGE NUMBER. Does not
exist or not in Meridian code selected**

WARNING:

Depending upon the parameters you specify, this report may take several hours to generate and print. Generally this report will run overnight based on Database Administration.

Destination - This mandatory two-part field contains the output type identifier, a single-character field which identifies the type of output: **P** for Printer, **F** for File or **S** for Screen Display; and the printer identifier, a ten-character field which specifies the printer if you choose **P** - printer as your destination.

When you access the first part of the Destination field, the following message appears in the message line:

**Enter destination type of (P)rinter
or (F)ile**



Type **P** to print the report to a printer in hardcopy format. Press **NEXT FIELD** to continue to the second portion of the Destination field.

Type **F** in the Destination field to print the report to a file for printing at a later time. Press **NEXT FIELD** to continue to the Queue Type field. If you enter a value other than **P** or **F** in the destination field, the following message appears in the message line:

ERROR: Enter F for File or P for Printer destination

When you access the Printer portion of the field, the following message appears in the message line:

**Press <LOV> for list of available printers.
PRESS <COMMIT> TO PRINT REPORT**



Type the printer ID in the second part of the Destination field. Press **NEXT FIELD** to continue to the Queue Type field.

If you enter an invalid printer identification code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the correct printer ID, press **LOV** to obtain an on-line list of valid printer codes.

LOV ♥

When you access the Printer ID LOV Screen, Figure 2, from the Destination field, all valid printer IDs appear in the Printer ID LOV screen, with your cursor in the Printer ID field.

DICT147F		BLM Interim LIS Printer ID	19-MAY-91
Printer ID	Width	Description	
DIREP	132	BLDG 50 HOTLINE AREA	
NARROW	80	NARROW PRINTER FOR TEST	
PR0	132	BLDG 53 HIGH SPEED PRINTER	
<hr/>			
◀Select Current Value=Tab> ◀Exit=Esc X>			
<hr/>			
Char Mode: Replace		Page 1	Count: *0

Figure 2 Printer ID LOV Screen (DICT147F)

Use the *NEXT/PREVIOUS RECORD* keys and the *NEXT/PREVIOUS SET* keys to scroll through the valid printer ID codes displayed on the LOV screen.

You may also query a particular value following the *ENTER / EXECUTE QUERY* procedures.

Press *ENTER QUERY* to clear the fields and place your cursor in the first record of the Printer ID field. Use the *NEXT FIELD* key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press *EXECUTE QUERY* to retrieve data that match your query parameters.

Locate the desired value using the *NEXT/PREVIOUS RECORD* keys, moving the cursor vertically through the values.

Press *NEXT FIELD* to retrieve the current value.

Press *EXIT* to exit without retrieving any of the displayed values.

Queue Type - This single-character field specifies when the report will print, immediately or after business hours and its priority within the System. This field defaults to N for Nite.

When you access the Queue Type field, one of the following messages appears in the message line:

Enter E to submit report on
Express queue, N for Nite queue

or

Enter N to submit report.
Express queue unavailable.

Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered.

NOTE:

Your Database Administrator identifies which reports require printing after hours and which may print to local printers. If you have questions concerning this report, contact your Database Administrator.



Type **E** or **N** to queue your report in the appropriate queue. Press **COMMIT** to queue the report.

If you enter a value other than E or N, the following message appears in the message line:

ERROR: Invalid answer - Please enter N or E

If you press a key other than COMMIT, the following message appears in the message line:

**Press COMMIT to submit report
or EXIT to exit**

When the System queues your report request, the following message appears in the message line:

**Submitting report on batch queue,
please wait...**

When your report is in the queue, a message similar to the following examples appears in the message line:

Example:

JOBID #10732 is in the EXPRS queue

or

JOBID #10731 is in the NITE2 queue

EXPRS identifies one of the possible queues in which the report may be located for processing. The JOBID provides the identification number of the batch job submitting your report to the queue.

If you selected F for file as your report output type, the System generates the report to a file using the batch procedure. However, you must spool the file created to obtain a hardcopy.

NOTE:

The generated report file, e.g.,
LAND202R.095608.RPT, resides in your originating directory on the Prime.



To print or edit this file, you must return to the Primos environment. Please check with your office procedures for printing report files.

When your report is through the batch queue after printing, a message similar to the following appears on the screen:

```
***BATCH_SERVICE (user 218 on ZEUS)
at 13:55
```

```
Job CASE223R.135356.CPL for LKOHR
(#10732) completed
```



Press REDISPLAY PAGE to clear the message and return to the form.

NOTE:

This message may not appear while you are in the report form. However, neither the message nor pressing REDISPLAY PAGE interrupts your processes.



You may now enter criteria for another report or press EXIT to exit the form and return to the last accessed menu.

NOTE:

To delete a report from the System once you send it to a printer or a file, you must contact your Database Administrator or Supervisor to assist in locating the file or batch job and performing a Prime logout or file deletion.

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7.2.2 List LLD Records Report Form (LAND200F)

LAND200R				BUREAU OF LAND MANAGEMENT - INTERIM LIS																											
ADM-STATE: ALASKA				LIST LLD RECORDS																											
				NE				NW				SW				SE															
				N N S S				N N S S				N N S S				N N S S															
				E W W E				E W W E				E W W E				E W W E															
MR	TWP	RNG	SEC	SURVEY	TYP	NO	SUF	ACRES	SURVY	ADM	GEO	CONG	BLM	BLM	BLM	ADM	AGCY	NEG													
									NOTE	ST	ST	CNTY	DI	DI	RA	PU		CORP													
12	0010S	0010E	030					605.230		AK	AK		01	05			99999999	08													
12	0010S	0010E	031					607.010		AK	AK		01	05			99999999	08													
12	0010S	0010E	032					640.000		AK	AK		01	05			99999999	08													
12	0010S	0010E	033					640.000		AK	AK		01	05			99999999	08													
12	0010S	0010E	034					640.000		AK	AK		01	05			99999999	08													
12	0010S	0010E	035					640.000		AK	AK		01	05			99999999	08													
12	0010S	0010E	036					640.000		AK	AK		01	05			99999999	08													
12	0010S	0010W	001	A				80.230		AK	AK		00	08			22000000	08													
12	0010S	0010W	001					640.000		AK	AK		01	05			99999999	08													
12	0010S	0010W	032					640.000		AK	AK		01	05			99999999	08													

The List LLD Records Report (LAND200F) produces a 132-column list of land information. The List LLD Records Report, above, contains all LLD data maintained in the LLD table. The report sorts by ascending meridian, township and range.

When you select the List LLD Records Report option from the LLD Reports Menu, the List LLD Records Report Form (LAND200F) appears as shown in Figure 1, with your cursor in the Destination field.



WARNING:

There are no selection criteria for this report. Carefully verify the amount of data you will access. **This form generates a complete LLD table report** and may cause System performance to deteriorate. Generally this report will run overnight based on Database Administration.

LAND200F	BLM Interim LIS List LLD Records Report	12-JUN-92
<p style="text-align: center;">This report has no parameters.</p> <p style="text-align: center;">All Information from the LLD table is retrieved.</p>		
<div style="display: flex; justify-content: space-between;"> Destination P PR0 Queue Type N </div>		
<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>		
Enter destination type of (P)rinter or (F)ile <div style="display: flex; justify-content: space-between;"> Char Mode: Replace Page 1 Count: *0 </div>		

Figure 1 List LLD Records Report Form - (LAND200F)

Destination - This mandatory two-part field contains the output type identifier, a single-character field which identifies the type of output: **P** for Printer, **F** for File or **S** for Screen Display; and, the printer identifier, a ten-character field which specifies the printer if you choose **P** - printer as your destination.

When you access the first part of the Destination field, the following message appears in the message line:

Enter destination type of (P)rinter
or (F)ile



Type **P** to print the report to a printer in hardcopy format. Press NEXT FIELD to continue to the second portion of the Destination field.

Type **F** in the Destination field to print the report to a file for printing at a later time. Press NEXT FIELD to continue to the Queue Type field.

If you enter a value other than P or F in the destination field, the following message appears in the message line:

ERROR: Enter F for File or P for
Printer destination



Type the printer ID in the second part of the Destination field. Press NEXT FIELD to continue to the Queue Type field.

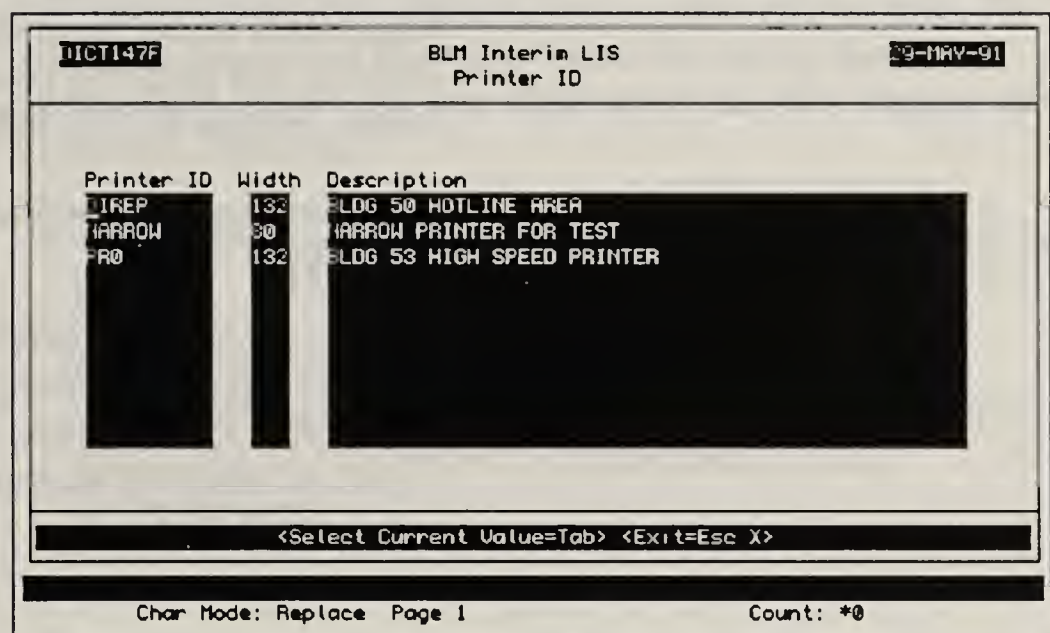
If you enter an invalid printer identification code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the correct printer ID, press LOV to obtain an on-line list of valid printer codes.

LOV ♥

When you access the Printer ID LOV Screen, Figure 2, from the Destination field, all valid printer IDs appear with your cursor in the Printer ID field.



Printer ID	Width	Description
IREP	132	BLDG 50 HOTLINE AREA
NARROW	80	NARROW PRINTER FOR TEST
FRO	132	BLDG 53 HIGH SPEED PRINTER

<Select Current Value=Tab> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *0

Figure 2 Printer ID LOV Screen (DICT147F)

Use the NEXT/PREVIOUS RECORD keys and the NEXT/PREVIOUS SET keys to scroll through the valid printer ID codes displayed on the LOV screen.

You may also query a particular value following the ENTER / EXECUTE QUERY procedures.

Press ENTER QUERY to clear the fields and place your cursor in the first record of the Printer ID field. Use the NEXT FIELD key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press EXECUTE QUERY to retrieve data that match your query parameters.

Locate the desired value using the NEXT/PREVIOUS RECORD keys, moving the cursor vertically through the values.

Press NEXT FIELD to retrieve the current value.

Press EXIT to exit the LOV screen without retrieving any of the displayed values.

Queue Type - This single-character field specifies when the report will print immediately or after business hours and its priority within the System. This field defaults to N, to print after hours:

When you access the Queue Type field, one of the following messages appears in the message line:

Enter E to submit report on
Express queue, N for Nite queue

or

Enter N to submit report.
Express queue unavailable.

Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered.

NOTE:

Your Database Administrator identifies which reports require printing after hours and which may print to local printers. If you have questions concerning this report, contact your Database Administrator.



Type E or N to queue your report in the appropriate queue. Press COMMIT to queue the report.

If you enter an invalid queue type, the following message appears in the message line:

ERROR: Invalid answer - Please enter N or E

If you press a key other than COMMIT, the following message appears in the message line:

Press COMMIT to submit report
or EXIT to exit

When the System queues your report request, the following message appears in the message line:

Submitting report on batch queue,
please wait...

When your report is in the queue, a message similar to the following examples appears in the message line:

Example:

JOBID #10732 is in the EXPRS queue

or

JOBID #10731 is in the NITE2 queue

EXPRS and NITE2 identify the queue in which the report is located for processing. The JOBID provides the identification number of the batch job submitting your report to the queue.

If you selected **F** for file as your report output type, the System generates the report to a file using the batch procedure. However, you must spool the file created to obtain a hardcopy.

NOTE:

The generated report file, e.g.,
LAND200R.095608.RPT, resides in your originating directory on the Prime, outside the Oracle environment.



To print or edit this file, you must return to the Primos environment.

Please check with your office procedures for printing report files.

When your report is through the batch queue after printing, a message similar to the following appears on the screen:

```
***BATCH_SERVICE (user 218 on ZEUS)
at 13:55
Job LAND200R.135356.CPL for LKOHHR
(#10732) completed
```




Press REDISPLAY PAGE to clear the message and return to the form.

NOTE:

This message may not appear while you are in the report form. However, neither the message nor pressing REDISPLAY PAGE interrupts your processes.



You may now enter criteria for another report or press EXIT to exit the form and return to the last accessed menu.

NOTE:

To delete a report from the System once you send it to a printer or a file, you must contact your Database Administrator or Supervisor to assist in locating the file or batch job and performing a Prime logout or file deletion.

7.2.3 MTR Report (LAND203F)

LAND203R ADM-STATE: ALASKA			BUREAU OF LAND MANAGEMENT - INTERIM LIS MTR REPORT								
MERIDIAN	TOWNSHIP	RANGE	MERIDIAN	TOWNSHIP	RANGE	MERIDIAN	TOWNSHIP	RANGE	MERIDIAN	TOWNSHIP	RANGE
28	0010N	0010W	28	0010S	0010W	28	0020N	0010W	28	0020S	0010W
28	0030N	0010W	28	0030S	0010W	28	0040N	0010W	28	0040S	0010W
28	0050N	0010W	28	0050S	0010W	28	0060N	0010W	28	0060S	0010W
28	0070N	0010W	28	0080S	0010W	28	0090N	0010W	28	0090S	0010W
28	0100N	0010W	28	0110S	0010W	28	0120N	0010W	28	0130S	0010W
28	0140N	0010W	28	0150S	0010W	28	0160N	0010W	28	0170S	0010W

The MTR Report (LAND203F) produces a 132-column report of townships within the specified Meridian and Range. The MTR Report, above, contains the following information: meridian, township and range. The report sorts by ascending meridian, township and range.

When you select the MTR Report option from the LLD Reports Menu, the MTR Report Form (LAND203F) appears as shown in Figure 1, with your cursor in the Meridian field.

■

WARNING:

Carefully verify the amount of data you will access as this report may cause System performance to deteriorate.

Descriptions of the fields on this form precede the entry instructions for each field. Refer to the *Interim System Reference Guide* for additional information regarding the fields on this page.

DE 1703

Meridian - This required field contains a meridian specification for the report output. Refer to the *Interim System Reference Guide* and Data Element 1703 for additional field information

LAND203F	BLM Interim LIS MTR Report	12-JUN-92
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border-left: 1px solid black; border-right: 1px solid black; padding: 0 10px;"> Meridian <div style="background-color: black; width: 40px; height: 15px; margin-top: 5px;"></div> </div> <div style="border-left: 1px solid black; border-right: 1px solid black; padding: 0 10px;"> Range <div style="background-color: black; width: 40px; height: 15px; margin-top: 5px;"></div> </div> </div>		
Destination P PR0 Queue Type N		
<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>		
Char Mode: Replace Page 1 Count: *0		

Figure 1 MTR Report Form - (LAND203F)



Type the meridian code. Press NEXT FIELD to continue to the Range field.

If you enter an invalid meridian code, the following message appears in the message line:

If you attempt to access LOV for the Meridian, the following message appears in the message line:
ERROR: Key not applicable in this mode

ERROR: Meridian Code not on file.
Press LOV key to view valid choices.

If you attempt to continue directly to the Range field without entering a meridian code, the following message appears in the message line:

Field must be entered

DE 1699

Range - This required field specifies a range value within the entered meridian to query for the report. Refer to the *Interim System Reference Guide* and Data Element 1699 for additional field information.

NOTE:

You may not enter fractional ranges.



Type the range value, including zeros and direction.
Press NEXT FIELD to continue to the Destination field.

If you enter an invalid range, the following message appears in the message line:

ERROR: Invalid Range. Please re-enter

If you enter a fractional range, the following message appears in the message line:

FRACTIONAL RANGES ARE NOT ALLOWED...
(0240W) correct (0242W) incorrect

If you enter an invalid range direction, the following message appears in the message line:

ERROR: Invalid Range direction,
must be E or W

If you attempt to continue directly to the Destination field without entering a range, the following message appears in the message line and the cursor remains in the Range field:

Field must be entered

Destination - This mandatory two-part field contains the output type identifier, a single-character field which identifies the type of output: **P** for Printer, **F** for File or **S** for Screen Display; and the printer identifier, a ten-character field which specifies the printer if you choose **P** - printer as your destination.

When you access the first part of the Destination field, the following message appears in the message line:

Enter destination type of (P)rinter
or (F)ile



Type **P** to print the report to a printer in hardcopy format. Press NEXT FIELD to continue to the second portion of the Destination field.

Type **F** in the Destination field to print the report to a file for printing at a later time. Press NEXT FIELD to continue to the Queue Type field.

If you enter a value other than **P** or **F** in the destination field, the following message appears in the message line:

ERROR: Enter F for File or P for
Printer destination



Type the printer ID in the second part of the Destination field. Press NEXT FIELD to continue to the Queue Type field.

If you enter an invalid printer identification code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the correct printer ID, press LOV to obtain an on-line list of valid printer codes.

LOV ♥

When you access the Printer ID LOV Screen, Figure 2, from the Destination field, all valid printer IDs appear in the Printer ID LOV screen, with your cursor in the Printer ID field.

Printer ID	Width	Description
WIREP	132	ELDG 50 HOTLINE AREA
NARROW	80	NARROW PRINTER FOR TEST
RD	132	ELDG 53 HIGH SPEED PRINTER

<Select Current Value=Tab> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *0

Figure 2 Printer ID LOV Screen (DICT147F)

Use the NEXT/PREVIOUS RECORD keys and the NEXT/PREVIOUS SET keys to scroll through the valid printer ID codes displayed on the LOV screen.

You may also query a particular value following the ENTER/EXECUTE QUERY procedures.

Press ENTER QUERY to clear the fields and place your cursor in the first record of the Printer ID field. Use the NEXT FIELD key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press EXECUTE QUERY to retrieve data that match your query parameters.

Locate the desired value using the NEXT/PREVIOUS RECORD keys, moving the cursor vertically through the values.

Press NEXT FIELD to retrieve the current value.

Press EXIT to exit the LOV screen without retrieving any of the displayed values.

Queue Type - This single-character field specifies when the report will print, immediately or after business hours, and its priority within the System. This field defaults to N to print after hours.

When you access the Queue Type field, one of the following messages appears in the message line:

Enter E to submit report on
Express queue, N for Nite queue

or

Enter N to submit report.
Express queue unavailable.

Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered.

NOTE:

Your Database Administrator identifies which reports require printing after hours and which may print to local printers. If you have questions concerning this report, contact your Database Administrator.



Type E or N to queue your report in the appropriate queue. Press COMMIT to queue the report.

If you enter an invalid queue type, the following message appears in the message line:

ERROR: Invalid answer - Please enter N or E

If you press a key other than COMMIT, the following message appears in the message line:

Press COMMIT to submit report
or EXIT to exit

When the System queues your report request, the following message appears in the message line:

Submitting report on batch queue,
please wait...

When your report is in the queue, a message similar to the following examples appears in the message line:

Example:

JOBID #10732 is in the EXPRS queue

or

JOBID #10731 is in the NITE2 queue

EXPRS and NITE2 identify the queue in which the report is located for processing. The JOBID provides the identification number of the batch job submitting your report to the queue.

If you selected **F** for file as your report output type, the System generates the report to a file using the batch procedure. However, you must spool the file created to obtain a hardcopy.

NOTE:

The generated report file, e.g.,
LAND203R.095608.RPT, resides in your originating directory on the Prime, outside the Oracle environment.



To print or edit this file, you must return to the Primos environment.

Please check with your office procedures for printing report files.

When your report is through the batch queue after printing, a message similar to the following appears on the screen:

```
***BATCH_SERVICE (user 218 on ZEUS)
at 13:55
```

```
Job LAND203R.135356.CPL for LKOHHR
(#10732) completed
```



Press **REDISPLAY PAGE** to clear the message and return to the form.

NOTE:

This message may not appear while you are in the report form. However, neither the message nor pressing REDISPLAY PAGE interrupts your processes.



You may now enter criteria for another report or press EXIT to exit the form and return to the last accessed menu.

NOTE:

To delete a report from the System once you send it to a printer or a file, you must contact your Database Administrator or Supervisor to assist in locating the file or batch job and performing a Prime logout or file deletion.

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7.2.4 Non-standard Survey (LLD) Report Form (LAND201F)

LAND201R		BUREAU OF LAND MANAGEMENT - INTERIM LIS															
ADM-STATE: ALASKA		NON-STANDARD SURVEY (LLD)															
SVY	NOTE	MER	TWN	RNG	SEC	TYP	NO	SUF	GEO	CNTY	CONG	BLM	BLM	BLM	ADM	AGCY	REG
									ST		DI	DI	RA	PU			CORP
A	28	0010N	0030E	009	0				AK		00	04			10		
R	44	0060N	0060W	002	8				AK		01	07			99999999		10
R	44	0060N	0060W	004	8				AK		01	07			99999999		10
R	44	0060N	0060W	006	8				AK		01	07			99999999		10
R	44	0060N	0060W	009	8				AK		01	07			99999999		10
R	44	0060N	0060W	010	8				AK		01	07			99999999		10
R	44	0060N	0060W	011	8				AK		01	07			99999999		10
R	44	0060N	0060W	012	8				AK		01	07			99999999		10

The Non-standard Survey (LLD) Report (LAND201F) produces a 132-column report of non-standard LLD information. The Non-standard Survey (LLD) Report, above, contains the following information: survey note; meridian, township, range and section; survey type, number and suffix; geographic state; county or borough; congressional district; district office, resource area and planning unit; administrative agency; regional corporation; and recording district. This report sorts in ascending order by survey note and meridian, township, range and section.

When you select the Non-standard Survey (LLD) Report option from the LLD Reports Menu, the Non-standard Survey (LLD) Report Form (LAND201F) appears as shown in Figure 1, with your cursor in the Survey Note field.

Press LOV to obtain an on-line list of valid survey note codes.

LAND201F	BLM Interim LIS Non-Standard Survey (LLD) Report	12-JUN-92
<div style="border: 1px solid black; width: 80%; margin: auto; padding: 10px;"> <div style="display: flex; justify-content: space-between; border-bottom: 1px solid black; margin-bottom: 10px;"> opt --> Survey Note Code: █ </div> </div>		
<div style="display: flex; justify-content: space-between;"> Destination P PR0 Queue Type N </div>		
<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>		
<div style="display: flex; justify-content: space-between;"> Char Mode: Replace Page 1 Count: *0 </div>		

Figure 1 Non-standard Survey (LLD) Report Form - (LAND201F)

DE 2920
or...
LOV ♥

Survey Note - This optional single-character alpha-
betic field identifies non-standard conditions that exist
in the records for a cadastral survey, e.g., multiple lots
of the same number in one section. Data Element 2920
and LOV contain valid survey note codes.



Type the survey note, if applicable. Press NEXT FIELD
to continue to the Destination field.

If you enter an invalid survey note code, the following
message appears in the message line and the cursor
remains in the Survey Note field:

ERROR: Invalid entry. Please re-enter

LOV ♥

*When you access the Survey Note LOV Screen, Figure 2, from the
Survey Note field, all valid codes appear, with your cursor in the
Survey Note Code.*

*Use the NEXT/PREVIOUS RECORD keys and the NEXT/PREVI-
OUS SET keys to scroll through the valid codes displayed on the LOV
screen.*

*You may also query a particular value following the ENTER /
EXECUTE QUERY procedures.*

BLM Interim LIS Survey Note (2920)		23-JUN-92
Survey Note Code	Description	
1	HPPX AC	
2	CNFLT/QU	
3	NONAD AC	
4	MINUS AC	
5	NOT CODE	
6	REC PROB	
7	REPLACEMENT	
8	SALT WTR	
9	EXCEPTN	

<Show Keys=KP1> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *9

Figure 2 Survey Note LOV Screen (DICT124F)

Press **ENTER QUERY** to clear the fields and place your cursor in the first record of the Survey Note field. Use the **NEXT FIELD** key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to accept the current value and carry it back to the Destination field on the report form.

Press **EXIT** to exit the LOV screen without retrieving any of the displayed values.

Destination - This mandatory two-part field contains the output type identifier, a single-character field which identifies the type of output: **P** for Printer, **F** for File or **S** for Screen Display; and the printer identifier, a ten-character field which specifies the printer if you choose **P** - printer as your destination. LOV contains valid printer IDs.

When you access the first part of the Destination field, the following message appears in the message line:

Enter destination type of (P)rinter
or (F)ile



Type **P** to print the report to a printer in hardcopy format. Press **NEXT FIELD** to continue to the second portion of the Destination field.

Type the printer ID in the second part of the Destination field. Press **NEXT FIELD** to continue to the Queue Type field.

DICT147F		BLM Interim LIS Printer ID	21-MAY-92
Printer ID	Width	Description	
UIREP	132	BLDG 50 HOTLINE AREA	
NARROW	80	NARROW PRINTER FOR TEST	
PRO	132	BLDG 53 HIGH SPEED PRINTER	
<Show Keys=KP1> <Exit=Esc X>			
Char Mode: Replace Page 1		Count: *3	

Figure 3 Printer ID LOV Screen (DICT147F)

If you enter a value other than P or F in the destination field, the following message appears in the message line:

**ERROR: Enter F for File or P for
Printer destination**

If you enter an invalid printer identification code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the correct printer ID, press LOV to obtain an on-line list of valid printer codes.

LOV ♥

When you access the Printer ID LOV Screen, Figure 3, from the Destination field, all valid printer IDs appear in the Printer ID LOV screen, with your cursor in the Printer ID field.

Use the NEXT/PREVIOUS RECORD keys and the NEXT/PREVIOUS SET keys to scroll through the valid printer ID codes displayed on the LOV screen.

You may also query a particular value following the ENTER / EXECUTE QUERY procedures.

Press ENTER QUERY to clear the columns and place your cursor in the first record of the Printer ID field. Use the NEXT FIELD key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press EXECUTE QUERY to retrieve data that match your query parameters.

Locate the desired value using the NEXT/PREVIOUS RECORD keys, moving the cursor vertically through the values.

Press NEXT FIELD to retrieve the current value.

Press EXIT to exit the LOV screen without retrieving any of the displayed values.



Type **F** in the Destination field to print the report to a file for printing at a later time. Press **NEXT FIELD** to continue to the Queue Type field.

Queue Type - This single-character field specifies when the report will print immediately or after business hours and its priority within the System. This field defaults to **N** to print after hours.

When you access the Queue Type field, one of the following messages appears in the message line:

Enter **E** to submit report on
Express queue, **N** for Nite queue

or

Enter **N** to submit report.
Express queue unavailable.

Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered.

NOTE:

Your Database Administrator identifies which reports require printing after hours and which may print to local printers. If you have questions concerning this report, contact your Database Administrator.



Type **E** or **N** to queue your report in the appropriate queue. Press **COMMIT** to queue the report.

If you enter an invalid queue type, the following message appears in the message line:

ERROR: Invalid answer - Please enter N or E

If you press a key other than **COMMIT**, the following message appears in the message line:

Press **COMMIT** to submit report
or **EXIT** to exit

When the System queues your report request, the following message appears in the message line:

Submitting report on batch queue,
please wait...

When your report is in the queue, a message similar to the following examples appears in the message line:

Example:

JOBID #10732 is in the EXPRS queue

or

JOBID #10731 is in the NITE2 queue

EXPRS and NITE2 identify the queue in which the report is located for processing. The JOBID provides the identification number of the batch job submitting your report to the queue.

If you selected F for file as your report output type, the System generates the report to a file using the batch procedure. However, you must spool the file created to obtain a hardcopy.

NOTE:

The generated report file, e.g.,
LAND201R.095608.RPT, resides in your originating directory on the Prime, outside the Oracle environment.



To print or edit this file, you must return to the Primos environment.

Please check with your office procedures for printing report files.

When your report is through the batch queue after printing, a message similar to the following appears on the screen:

```
***BATCH_SERVICE (user 218 on ZEUS)
at 13:55
```

```
Job LAND201R.135356.CPL for LKOHHR
(#10732) completed
```



Press REDISPLAY PAGE to clear the message and return to the form.

NOTE:

This message may not appear while you are in the report form. However, neither the message nor pressing REDISPLAY PAGE interrupts your processes.



You may now enter criteria for another report or press EXIT to exit the form and return to the last accessed menu.

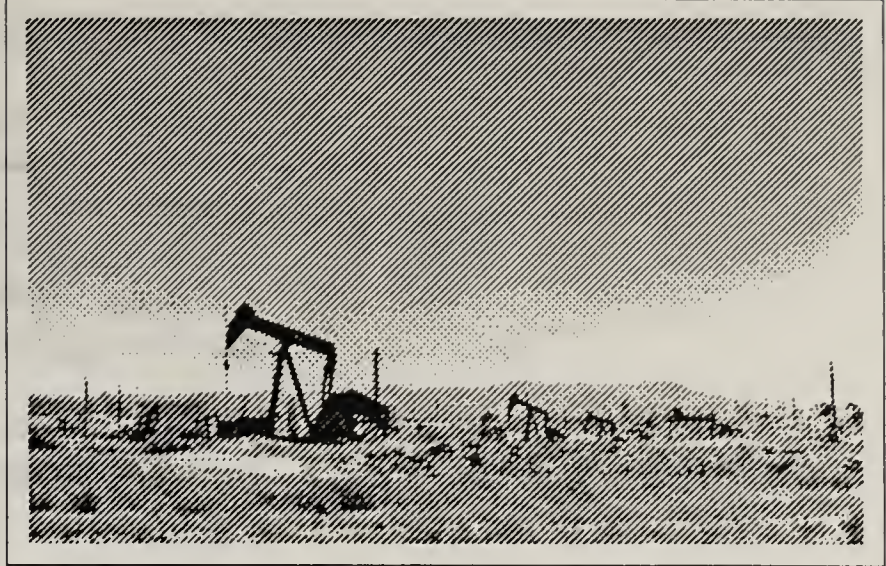
NOTE:

To delete a report from the System once you send it to a printer or a file, you must contact your Database Administrator or Supervisor to assist in locating the file or batch job and performing a Prime logout or file deletion.

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Chapter 8:

Accounting Advice Processing



*This chapter
explains how to...*

- Generate an accounting advice receipt for transactions not related to a particular case in the System.
- Print an historical accounting advice receipt.
- Generate a single accounting advice receipt and add the same action(s) to one or more cases in a specified range (or ranges).
- Add action records to one or more random cases and generate a single accounting advice record.
- Void an accounting advice and receipt.
- Transfer existing funds within an accounting advice transaction to other actions and funds.
- Generate various reports of accounting advice activities.

8.0 Accounting Advice Processing Menu

The accounting advice processing environment encompasses a detailed entry and reporting area used to generate receipts and enter action information pertaining to monies received and refunded by the BLM. There are seven options on this menu, illustrated in Figure 1 and the graphic on the following page.

This introduction presents an overview of each option and its function within Accounting Advice Processing.

```

JTIL505F                                BLM Interim LIS                                14-JUL-92
Accounting Advice Processing Menu

-> 1.Accounting Advice -Not Case Related
   2.Print Historical Accounting Advice
   3.Accounting Advice -Block of Serial Nums
   4.Void an Accounting Advice
   5.Accounting Advice -Random Serial Numbers
   6.Transaction Transfers
   7.Accounting Advice Reports Menu
   8.LIS Main Menu

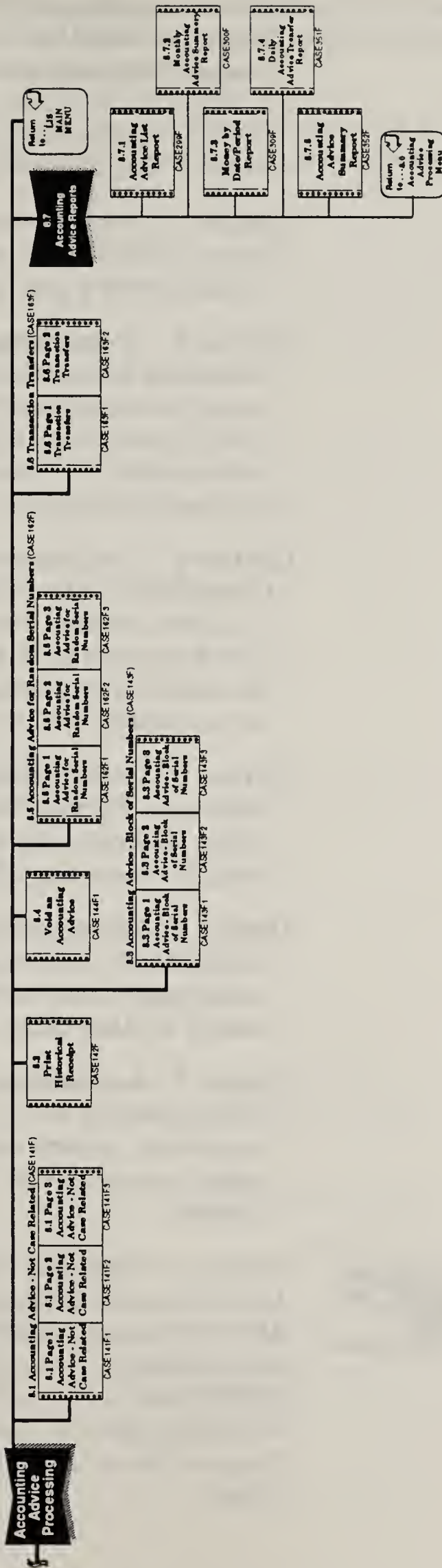
Option Number:  Option Number:  QXFER:
<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>

Char Mode: Replace Page 1                Count: *0

```

Figure 1 - Accounting Advice Processing Chapter 8

Accounting Advice Processing System Diagram



Option 1 - Accounting Advice - Not Case Related Form (CASE141F), allows the user to enter remitter, payment, remarks and fund code/symbol and money information for a non-case related receipt. The information entered using this form is not attached in any way to a specific case(s) in the System.

Option 2 - Print Historical Accounting Advice Form (CASE142F), allows the user to print an historical copy of a previously printed receipt.

Option 3 - Accounting Advice - Block of Serial Numbers Form (CASE143F), allows a user to enter one or more ranges of serial numbers associated with a single receipt. All information entered using this form appears on a single receipt and in each case in the specified range(s).

Option 4 - Void Accounting Advice Form (CASE144F), allows users to void an existing accounting advice created during the current business day. This form deletes all actions from all cases relating to the specified accounting advice number and changes the accounting advice status in the table to Void.

Option 5 - Accounting Advice - Random Serial Numbers Form (CASE162F), allows users to add action records to one or more random cases related to a single accounting advice.

Option 6 - Transaction Transfer Form (CASE163F), allows you to allocate (redistribute) monies previously entered for a particular case or receipt to other cases, action records, and funds.

Option 7 - Accounting Advice Report Forms, gives the user access to the accounting advice reports menu to generate reports on the monies received and receipts issued through BLM's and recorded within this System.



To access the options available within the Accounting Advice Processing Menu, use the NEXT/PREVIOUS RECORD keys to scroll through the options, type the option number in the Option Number field, or use the QXFER field and type the Program Name, e.g., Void Accounting Advice (CASE144F) where CASE144F is the Program Name. Press NEXT FIELD to execute your choice.

If you choose to use the QXFER field, follow the instructions in the message line of the menu to move the cursor into the QXFER field.

Make your selection to continue with your Accounting Advice Processing entries or return to the previous menu.

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8.1 Accounting Advice – Not Case Related (CASE141F)

This form produces an accounting advice receipt without saving any information to a particular case in the System. This form should be used for general receipting purposes for such items as copying, computer time, etc.... The information you enter on this form is stored only in the accounting table, not in the case action table since the information is not related to a particular case.

When you select the Accounting Advice – Not Case Related option from the Accounting Advice Menu, the first page of the Accounting Advice – Not Case Related Form (CASE141F) appears as shown in Figure 1 with your cursor in the Office Code field.

CASE141F		BLM Interim LIS		21-MAY-92	
Accounting Advice - Page 1					
Date 21-MAY-1992		Time 10:31:40		Ofc Code	
Cashier Num		Collection Method		Empl Intl	
				Check Num	
				Date Received 21-MAY-1992	
Remitter Name					
Address					
1				City	
2				State Zip	
<Show Keys=KP1> <Exit=Esc X>					
Char Mode: Replace Page 1 Count: *0					

Figure 1 - Accounting Advice – Not Case Related Form (CASE141F - Page 1)

Detailed descriptions of the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field definitions.

NOTE:

Your cursor skips the Date and Time fields upon entering this form. However, you may use the PREVIOUS FIELD key to access these fields for update if needed.

Date - This date mandatory field automatically defaults to today's date. This is the date that appears at the top of the printed receipt as the date the receipt was created. Use the standard System date format, **DD-MON-YYYY**, e.g., **06-JAN-1992**.



Type the date using the specified format or accept the default of today's date. The cursor automatically moves into the Time field when you enter a valid date.

If you enter any portion of the date using an invalid character or format, one of the following messages appears in the message line:

ERROR: Invalid Date
Date format is DD-MON-YYYY
Day must be between 1 and last of month
Not a valid month name
Year must be between 1776 and 4444
Field must be entered completely

If you attempt to clear the field and continue, the following message appears in the message line:

Field must be entered

Time - This mandatory military-time formatted field contains the time that you access this form for entering the accounting advice receipt. This time appears on the printed receipt. The standard time format is **HH:MM:SS**. This field defaults to the current time on the System.



Type the time or accept the default. The cursor automatically moves into the Office Code field when you enter a valid time.

If you enter an invalid time, one of the following messages appears in the message line:

Hour must be between 0 and 23
Minutes must be between 0 and 59
Seconds must be between 0 and 59
Time format is HH:MM[:SS]

Ofc Code (Office Code) - This optional four-character field identifies your office or the office of the employee responsible for this accounting advice receipt.



Type the office code, if applicable. Press NEXT FIELD to continue to the Empl Intl field.

Empl Intl (Employee Initials) - This three-character field contains the initials of the employee entering or authorizing this accounting advice receipt.



Type the initials. Press NEXT FIELD to continue to the Cashier Number field.



NOTE:

In Alaska the Employee Initials field is mandatory. If you attempt to bypass this field, the following message appears in the message line:

ERROR: Mandatory field has not been entered.

DE 3009
Or...
LOV ♥

Cashier Num (Cashier Number) - This optional single-character field identifies a specific person bonded and authorized to perform cashier functions in the BLM state offices for the purpose of collecting, receiving and validating monies from the general public into the U.S. Treasury. Data Element 3009 and LOV contain valid cashier numbers.



Type the cashier number, if appropriate. Press NEXT FIELD to continue to the Collection Method field.

If you enter an invalid cashier number, the following message appears in the message line:

ERROR: Invalid Cashier Number

If you do not know the appropriate cashier number, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Cashier Number LOV Screen (DICT141F), Figure 2 appears with your cursor in the first record of the Code field. As there are only five codes and no definitions, this single-character field displays all valid codes within one visible set of data.

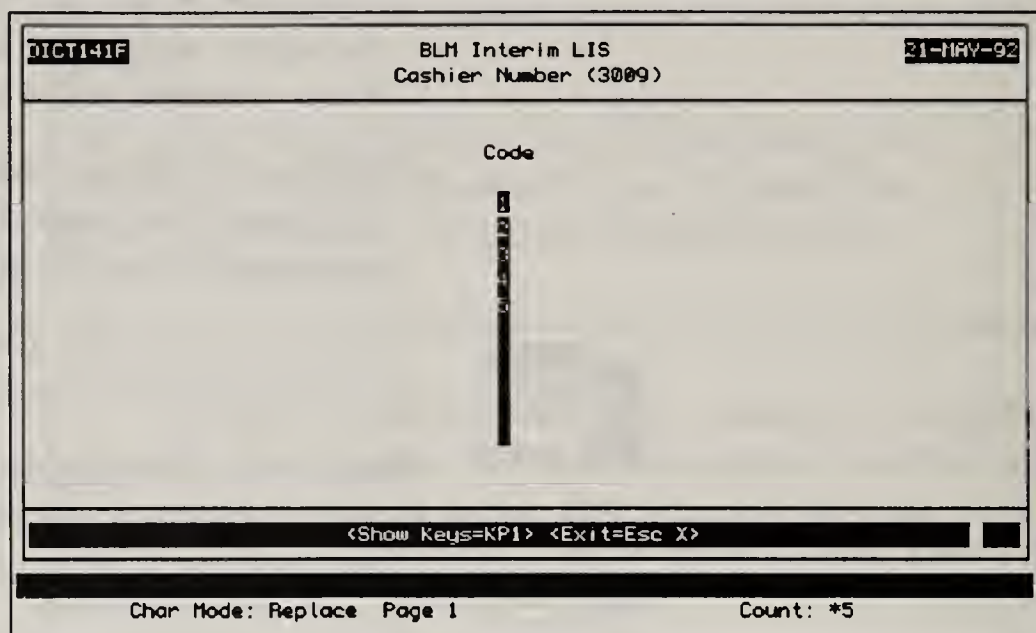


Figure 2 - Cashier Number LOV Screen (DICT141F)

Use the **NEXT/PREVIOUS RECORD** keys to scroll through the retrieved values.

Press **NEXT FIELD** to retrieve a selected value and return to the Cashier Number field.

Press **EXIT** to exit the LOV screen without retrieving any value.

DE 2185 Or... LOV ♥

Collection Method - This optional single-character field identifies the type of payment used to receive monies from the public, e.g. 5 - Money Order. Data Element 2185 and LOV contain valid collection method codes.



Type the collection method code, if appropriate. Press **NEXT FIELD** to continue to the Check Number field or the Date Received field.

If you enter a check or money order code, the cursor moves into the Check Number field; otherwise, it skips to the Date Received field.

If you enter an invalid collection method code, the following message appears in the message line:

ERROR: Invalid Collection Method

If you do not know the correct collection method code, press **LOV** to obtain an on-line list of valid codes.

LOV ♥

When you access the Collection Method LOV Screen (DICT142F), Figure 3, the cursor appears in the first record of the Code field. Each code has a corresponding description displayed in the Description field.

Code	Description
1	CASH
2	OTHER
3	CHARGE
4	CHECK
5	MONEY ORDER
6	CCARD
7	ETRAN

<Show Keys=KP1> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *7

Figure 3 - Collection Method LOV Screen (DICT142F)

Use the **NEXT/PREVIOUS RECORD** keys to scroll through the retrieved codes.

You may also use the query procedures to locate a particular code. However, since there are only seven codes currently in use, all valid codes appear on the screen at the same time.

Press **NEXT FIELD** to retrieve a selected code and return to the Collection Method field.

Press **EXIT** to exit the LOV screen without retrieving any value..

NOTE:

The cursor skips the Check Number field if the collection method is not a check or money order.

Check Num (Check Number) - This optional 12-digit field contains the number of the personal or corporate check or money order received as payment for the transaction recorded in the accounting advice. This field automatically right justifies the number entered.



Type the check or money order number. Press **NEXT FIELD** to continue to the Date Received field.

If you enter an invalid character, the following message appears in the message line:

Legal characters are 0-9 = and -

Date Received - This mandatory date field defaults to today's date. This date represents the date the application and/or money was received by your office, i.e., the date stamped on the document received for application, affidavit of labor, etc.... This date prints in the lower right corner of the receipt, next to the employee's initials.



Type the date or accept today's date. Press NEXT FIELD to continue to the Remitter Name field.

If you enter a date, the cursor automatically moves into the Remitter Name field when it reaches the end of the field.

If you enter the date incorrectly, one of the following messages appears in the message line:

ERROR: Invalid Date
Date must be between 1 and last of month
Date format is DD-MON-YYYY
Not a valid month name
Year must be between 1776 and 4444
Field must be entered completely

If you clear the field and attempt to continue without entering a date, the following message appears in the message line:

Field must be entered

Remitter Name - This optional 30-character field contains the name of the person who made the payment for the monies documented in this accounting advice receipt.



Type the remitter name. Press NEXT FIELD to continue to the Remitter Address field.

If you attempt to enter a name greater than the space provided, the last character will keep overwriting itself, or, if you are in insert mode (identified in the status line of the form), the following message appears in the message line:

Field is full. Can't insert character

Remitter's Address - These two 30-character lines contain the address of the person making payment for the receipt.



Type the remitter's address. Press NEXT FIELD to continue to the second line of the address. Type the additional line, if appropriate. Press NEXT FIELD to continue to the City field.

City - This optional 20-character field contains the name of the city for the remitter's address.



Type the city associated with the remitter's address, if appropriate. Press NEXT FIELD to continue to the State field.

DE 0099
Or...
LOV ♥

State - This optional two-character field contains the abbreviation for the geographic state of the remitter's address. Date Element 0099 and LOV contain valid state abbreviations.



Type the state associated with the remitter's address, if appropriate. Press NEXT FIELD to continue to the Zip Code field.

If you enter an invalid state abbreviation, the following message appears in the message line:

ERROR: Invalid State Abbreviation

If you do not know the appropriate state abbreviation, press LOV to obtain an on-line list of valid state abbreviations.

LOV ♥

When you access the Geographic State LOV screen, Figure 4, the cursor appears in the first record of the Adm State field.

Adm	Geo	Name
AL	AL	ALABAMA
AK	AK	ALASKA
AZ	AZ	ARIZONA
AR	AR	ARKANSAS
CA	CA	CALIFORNIA
CO	CO	COLORADO
CT	CT	CONNECTICUT
DE	DE	DELAWARE
DC	DC	DISTRICT OF COLUMBIA
FL	FL	FLORIDA

<Show Keys=KP1> <Exit=Esc X>

Char Mode: Replace Page 1 Count: 10

Figure 4 - State LOV Screen (DICT109F)

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the valid codes.

You may also use the query procedures to query a particular state abbreviation.

Press ENTER QUERY. Type your query parameters in the appropriate fields, using the NEXT FIELD key to move the cursor from field to field.

Use the wildcard character, %, as needed to broaden your query. Using more than one wildcard character in a single field may cause delays in receiving a response to your query.

Press EXECUTE QUERY to retrieve all valid state abbreviations that match your query parameters.

Example:

Press ENTER QUERY.

Press NEXT FIELD to move the cursor into the Name field.

Type M% in the Name field.

Press EXECUTE QUERY.

The System retrieves all valid state and their associated abbreviations where the name begins with M.

Press NEXT FIELD to retrieve the code selected.

Press EXIT to exit the LOV screen without retrieving any value.



Type the ZIP code if appropriate. Press NEXT FIELD to continue to the first Accounting Advice Remarks field on page two.

If you enter an invalid zip code, the following message appears in the message line:

ERROR: Invalid ZIP code

If you do not know the appropriate zip code abbreviation, press LOV to obtain a list of the first three digits of valid zip codes for the entered state.

LOV ♥

When you access the ZIP Code LOV Screen, Figure 5, the cursor appears in the first record of the State field.

Only the zip code prefixes for the specified state appear on the LOV screen.

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the valid codes.

You may also use the query procedures to query a particular zip code value.

Press NEXT FIELD to retrieve the selected code and return to the ZIP Code field.

Press EXIT to exit the LOV screen without retrieving any value.

BLM Interim LIS		21-MAY-92
State/Country & Zip Code		
State	Zip	
AK	995	
AK	996	
AK	997	
AK	998	
AK	999	
FL	350	
FL	351	
FL	352	
FL	353	
FL	354	

<Show Keys=KP1> <Exit=Esc X> LOU

Char Mode: Replace Page 1 Count: 10

Figure 5 - ZIP Code LOV Screen (DICT104F)



Press NEXT FIELD to continue to page 2 of the Accounting Advice – Not Case Related Form.

This page intentionally left blank.

8.1 Accounting Advice - Not Case Related (CASE141F - Page 2)

This page continues the input of accounting advice information for the current receipt, specifically, the accounting advice remarks, fund code/symbol and money amount for monies received when not related to a case.

When you access page two of the Accounting Advice - Not Case Related Form (CASE141F - Page 2), Figure 6 appears with your cursor in the first Remarks field.

CASE141F		BLM Interim LIS				21-MAY-92	
Accounting Advice - Page 2							
Remarks							
1					6		
2					7		
3					8		
4					9		
5					10		
Fund Code	Fund Symbol Code	Type	How Many	Cost	Money		
					Total	.00	
<Show Keys=KP1> <Exit=Esc X>							
Char Mode: Replace Page 2				Count: *0			

Figure 6 - Accounting Advice - Not Case Related Form (CASE141F - Page 2)

NOTE:

The first line of remarks lines up on the printed receipt to the right and just above the money amount space for the Filing Fee. There are ten lines of remarks, use your own judgement to determine which line to enter remarks if you want them to line up with a particular money line on the printed receipt. The remarks print single spaced on the receipt. The last line of remarks contains the collection method and check number if appropriate.

DE 3166

Or...

LOV ♥

Remarks (Accounting Advice Remarks) - These optional ten fields (30 characters per field) contain accounting remarks related to the fund codes/symbols appearing on the receipt or referencing other pertinent information to the accounting advice receipt. Data Element 3166 contains additional information on entering accounting advice remarks.

NOTE:

There are no restrictions to the content and format of the information entered in the Accounting Advice Remarks fields, except as identified identified in Data Element 3166 and specified by your State office.



Type the remarks as needed in the appropriate lines, up to ten lines printed on the receipt. Press NEXT FIELD to move from one line to the next. When you reach the last (tenth) line of remarks, press NEXT FIELD to continue to the Fund Code field.

Press NEXT BLOCK to move directly from the Remarks fields to the Fund Code field without accessing each line of remarks.

NOTE:

This field does not wrap from one line to the next. You must press NEXT FIELD at the end of each line to continue to the next line of remarks.

If you do not press NEXT FIELD at the end of the record, the information you type continues to overwrite the last letter in the field when you are in the default REPLACE mode noted in the Status line of the form.

If you do not press NEXT FIELD at the end of a line, but continue typing, the following message appears in the message line when you are in the INSERT mode (identified in the Status line of the form):

Field is full. Can't insert character.

DE 3042
Or...
LOV ♥

Fund Code - This mandatory four-digit field contains a numeric code representing the type of transaction occurring between the BLM and the customer receiving the accounting advice receipt. Data Element 3042 and LOV contain valid fund codes.

When you access the Fund Code field, the following message appears in the message line:

Enter valid FUND CODE or press <LOV>
for available codes



Type the appropriate fund code. Press NEXT FIELD to continue to the Fund Symbol field.

NOTE:

When you enter a valid fund code, the System automatically completes the Fund Symbol field.

If you enter an invalid fund code, the following message appears in the message line:

Incorrect FUND CODE
Press <LOV> for available codes

If you do not know the appropriate fund code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Fund Code LOV Screen (DICT137F), Figure 7, the cursor appears in the first record of the Code field.

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved values.

You may also query particular codes using the standard query procedures.

Press ENTER QUERY. Type your parameters in one or more fields, using the NEXT FIELD key to move from field to field.

DICT137F		BLM Interim LIS Fund (3042)	21-MAY-92
Code	Symbol	Text	
0004	141811	RENT/BONUS/LAND LEASES, INCL MINERAL	
0005	145003	MINERAL LEASING (PD), INCL PUBLIC	
0007	14X6800(950)	UNEARNED ACCOUNT	
0008	14X6875(11)	SUSPENSE ACCOUNT	
0009	14X6800(910)	DECLINING DEPOSIT ACCT	
0010	142419.1	SIMO FILING FEES	
0011	145896.11	RECEIPT-NATL GRASSLAND (INCL BLM NATL	
0012	14X8566	EXP. PUBLIC SURVEY	
0013	14X5017.1	R/W COST RECOVERIES	
0014	14X5017.2	FEES/CHARGES/DEP/FOAF	

<Show Keys=KP1> <Exit=Esc X>

Char Mode: Replace Page 1 Count: 10

Figure 7 - Fund LOV Screen (DICT137F)

Use the wildcard character, %, as need to broaden your query. However, use the wildcard character with discretion to avoid System delays in retrieving records that match your query parameters.

Example:

Press ENTER QUERY.

Press NEXT FIELD to move the cursor into the Text field.

Type %MINERAL%

Press EXECUTE QUERY.

All fund codes and fund symbols which contain a reference to mineral in their textual description appear in the LOV screen fields.

Use the NEXT/PREVIOUS RECORD keys to move the cursor and select the desired value.

Press NEXT FIELD to retrieve the selected value and return to the Fund Code field on the form.

Press EXIT to exit the LOV screen without retrieving any of the displayed values.

NOTE:

If you enter a fund symbol that does not correspond to the displayed fund code, the System overwrites the fund code to match the entered fund symbol.

DE 3042
Or...
LOV ♥

Fund Symbol - This required 16-character field contains a BLM code which reflects the fund accounting symbol associated with the fund code entered for all monies collected by the cashier. Data Element 3042 and LOV contain lists of valid fund symbols.

When you access this field, the following message appears in the message line:

Enter valid FUND SYMBOL CODE or press
<LOV> for available codes



Type the appropriate fund symbol or accept the default generated from the fund code. Press NEXT FIELD to continue to the Money Type field.

If you enter an invalid fund symbol, the following message appears in the message line:

ERROR: Invalid Fund Symbol

If you do not know the appropriate fund symbol, press LOV to obtain an on-line list of valid codes.

NOTE:

Refer to the Fund Code LOV Screen documentation on the previous page for information on the Fund Symbol LOV.

DE 2538
Or...
LOV ♥

Money Type - This optional three-character field contains the abbreviation for the type of money involved in the transaction. Data Element 2538 and LOV contain valid money type codes.

When you access the Money Type field, the following message appears in the message line:

Enter valid MONEY TYPE or press <LOV>
for available types



Type the money type abbreviation. Press NEXT FIELD to continue to the How Many field.

If you enter an invalid money type, the following message appears in the message line:

ERROR: Invalid Money Type

If you do not know the appropriate money type abbreviation, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Money Type LOV Screen, Figure 8, the cursor appears in the first record of the Code field.

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved values.

DICT143F		BLM Interim LIS	21-MAY-92
		Money Type (2538)	
Code	Description		
APP	APPRAISAL AMOUNT		
BID	BID AMOUNT		
BND	BOND AMOUNT		
BNS	BONUS BID AMOUNT		
DEF	DEPOSIT AMOUNT		
FFE	FILING FEE		
GFT	GIFT AMOUNT		
INT	INTEREST AMOUNT		
RTL	RENTAL AMOUNT		
SAR	SETTLEMENT/AWARD AMOUNT		

<Show Keys=KPI> <Exit=Esc X>

u Char Mode: Replace Page 1 Count: 10

Figure 8 - Money Type LOV Screen (DICT143F)

Follow the standard query procedures to query a particular code.

Example:

Press **ENTER QUERY**.

Press **NEXT FIELD** to move the cursor into the **Description** field.

Type **%INTEREST%** in the **Description** field.

Press **EXECUTE QUERY**.

The **INT** appears in the **Code** field with **INTEREST AMOUNT** in the **Description** field.

Press **NEXT FIELD** to retrieve the selected value and return to the **Money Type** field on the form.

Press **EXIT** to return to the form without retrieving any values.

How Many - This required four-digit field contains the number of transactions involved in the current money record, for example, the number of copies being made, etc....

When you access the **How Many** field, the following message appears in the message line:

Legal characters: 0 thru 9
No negatives or Exponential values



Type the number of the transactions for this record.

If you enter an invalid character in the **How Many** field, one of the following messages appears in the message line:

Error: Invalid number

Cost - This optional eight-digit money field contains the cost for one of the items identified in the How Many field. Neither the figure entered in the How Many field or the Cost field are saved to the System.

Example:

A customer is paying for 32 copies, each copy costs \$0.25. Type 32 in the How Many field and 0.25 in the Cost field. The System calculates the total paid and enters the correct figure in the Money Amount field.



Type the cost for one item noted in the How Many field. Press NEXT FIELD to continue to the Money Amount field.

If you enter an invalid character or format, the following message appears in the message line:

Format is [+ -]99999.99

Money Amount - This mandatory 14-digit field contains the amount of money received or refunded by the BLM in the transaction reflected in the current money record. This field contains nine spaces for a whole number (with separating commas), a decimal place, and two spaces for the cents. If you entered values in the How Many and Cost fields a total, multiplying the values in the How Many and Cost fields, appears in the Money Amount field. You may overwrite the calculated value if desired.

When you access the Money Amount field, the following message appears in the message line:

Press COMMIT to save, or NEXT FIELD to continue entering records



Type the money amount for the money record, or accept the calculated value. Press NEXT FIELD to continue to the next money record for this accounting advice receipt.

NOTE:

The System will print the amount entered in the Money Amount field on the receipt.

If you enter an invalid character, the following message appears in the message line:

Legal characters are 0-9 - + E

E identifies an exponential number.

If you attempt to bypass the Money Amount field without entering a value, the following message appears in the message line:

Field must be entered

Continue to enter as many money transactions as needed for this receipt by following the entry instructions for this form.

Total - This 15-digit field contains the running total of all of the money transactions entered for this receipt. As you enter each record, the System automatically totals the transactions entered on the receipt.



Press **COMMIT** to save the transactions and generate a new accounting advice number.

When you press **COMMIT**, the following message appears in the message line and the cursor moves into the Print field on page three:

**Transaction completed - 4 records
processed**

8.1 Accounting Advice - Not Case Related (CASE141F - Page 3)

The third page of the Accounting Advice - Not Case Related Form (CASE141F), shown in Figure 9, notifies the user as to how many accounting advice records are transacted as part of this receipt, and permits the user to print the receipt, return to edit the receipt records and exit the form.

NOTE:

Use the PREVIOUS FIELD key to return to the money records displayed on page two of this form to make changes. You must commit any changes you make to the money records to continue to the Print field again.

CASE141F	BLM Interim LIS Accounting Advice - Report	21-MAY-92
Acct Adv Num 0000667		
Do you want to print an accounting advice receipt? █		
Destination ██████████		
<Show Keys=KP1> <Exit=Esc X> █		
Type 'Y' to print receipt, N to exit.		
Char Mode: Replace Page 3		Count: *0

Figure 9 - Accounting Advice - Not Case Related Form (CASE141F - Page 3)

The first field on this form, Accounting Advice Number, is not accessible to the user, but displays pertinent information prior to printing the receipt.

Accounting Advice Number - This seven-digit field displays the System-generated accounting advice number assigned to this receipt and saved in the Accounting Advice Number field for each record entered on this receipt.

WARNING:

You may not return to page 2 of this form from page 3 after sending your receipt to print.



Print - This field allows you to specify whether you want to print the receipt information generated from the entered accounting advice information.

Type **Y** if you want to print the receipt, or **N** to exit the form. Press **NEXT FIELD** to execute your choice.

If you enter **Y**, the cursor continues to the Destination field. If you enter **N** and press **NEXT FIELD** the System returns to the last accessed menu.

If you enter an invalid character or leave the field blank, the following message appears in the message line:

Enter Y to print or N to exit.

Destination - This field contains a default code to your local receipt printer. LOV contains additional printer codes.



Accept the default printer code, overwrite the displayed code, or press **LOV** for a list of valid printer codes.

If you enter an invalid printer code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the appropriate printer ID, press **LOV** to obtain an on-line list of codes.

LOV ♥

When you access the Printer ID LOV Screen (DICT147F), Figure 10, the cursor appears in the Printer ID field.

Printer ID	Width	Description
DIREP	132	ELDG 50 HOTLINE AREA
NARROW	30	NARROW PRINTER FOR TEST
PRO	132	ELDG 53 HIGH SPEED PRINTER

<Show Keys=KP1> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *3

Figure 10 - Printer ID LOV Screen (DICT147F)

Use the **NEXT/PREVIOUS RECORD** and **NEXT/PREVIOUS SET** keys to scroll through the valid codes.

You may also query a particular value following **ENTER/EXECUTE QUERY** procedures.

Press **ENTER QUERY** to clear the columns and place your cursor in the first record of the Printer ID field. Use the **NEXT FIELD** key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys.

Press **NEXT FIELD** to retrieve the selected value and return the Destination field.

Press **EXIT** to return to the form without retrieving any of the displayed values.



Press **NEXT FIELD** to print the receipt. The following message appears in the message line:

RECEIPT request 169 added to queue,
1 records

The request number identifies the number in the System of the receipt requested, and notes that this request is in the print queue.

The System clears the form and returns the cursor to the Office Code field on page 1.



Press EXIT to exit the form and return to the last accessed menu.

8.2 Print Historical Accounting Advice (CASE142F)

This form allows you to reprint an existing accounting advice receipt. The reprinted receipt displays HISTORICAL in the upper left rather than ORIGINAL.

When you select the Print Historical Accounting Advice option from the Accounting Advice Menu or another menu, the Print Historical Accounting Advice Form (CASE142F) appears as shown in Figure 1 with your cursor in the Enter Accounting Advice Number field.

Detailed descriptions of the fields on this page precede the entry instructions for each field. Descriptions of fields which are not accessible to update on this form appear at the end of the form's documentation, page 8.2.3. The *Interim System Reference Guide* contains additional field definitions.

CASE142F		BLM Interim LIS		20-MAY-92	
Print Historical Accounting Advice					
Enter Acct Adv Num [REDACTED]					
Print Historical Advice? [REDACTED]		Date [REDACTED]		Time [REDACTED]	
Destination [REDACTED]		Cashier Num [REDACTED]			
Collection Method [REDACTED]	Check Num [REDACTED]	Date Received [REDACTED]	Ofc Code [REDACTED]	Empl Intl [REDACTED]	
Cust ID [REDACTED]		Remitter Name/Address [REDACTED]			
Name Num [REDACTED]		[REDACTED]			
Addr Num [REDACTED]		City [REDACTED]		ST [REDACTED]	Zip [REDACTED]
<Show Keys=KP1> <Exit=Esc X> [REDACTED]					
Char Mode: Replace Page 1 Count: *0					

Figure 1 - Print Historical Accounting Advice Form (CASE142F)

When you enter the accounting advice number of the receipt you want to print, the customer, remitter and employee information for that receipt appears in the appropriate fields.

Acct Adv Num (Accounting Advice Number) -

This seven-digit field contains the accounting advice number of the receipt you want to print.

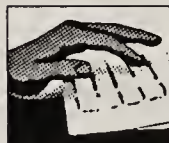


Type the accounting advice number. Press NEXT FIELD to retrieve the general receipt information and continue to the Print Historical Advice field.

If you enter an invalid accounting advice number, the following message appears in the message line:

**ERROR: Accounting Advice information
does not exist for the number**

Print Historical Advice - This single-character field identifies whether you want to print an historic receipt based on the information displayed, or return to the Accounting Advice Number field to enter a different number to print.



Type Y and press NEXT FIELD to continue to the Destination field. Type N to return to the Accounting Advice Number field to enter a different number.

If you enter an invalid character, the following message appears in the message line:

**ERROR: Please enter Y to print
a duplicate advice or N.**

NOTE:

Until you press NEXT FIELD with the cursor in the Destination field on a valid printer ID, the receipt does not print.

Destination - This ten-character field contains the printer ID to identify on which printer the receipt will print.



Type the printer ID or accept the default printer ID. Press NEXT FIELD to print the receipt.

If you enter an invalid printer ID in the Destination field, the following message appears in the message line:

ERROR: Invalid Printer ID

When you press NEXT FIELD on a valid printer ID, the following message appears in the message line:

**RECEIPT request 2074 added to queue,
1 records**

The cursor remains in the Destination field.



Press CLEAR FORM or previous field to return to the Enter Acct Adv Num field.

NOTE:

You may press EXIT at any time prior to pressing NEXT FIELD from the Destination field to prevent printing of the receipt and return to the last accessed menu.



Press EXIT to exit the form and return to the last accessed menu.

The following definitions identify the fields that appear on the form for data verification, but are not accessible to change.

Date (System) - This field contains the date the accounting advice was entered into the System.

Time (System) - This field contains the time the accounting advice was entered into the System.

DE 3009 Cashier Num (Cashier Number) - This single-digit field contains the code associated with a specific person bonded and authorized to perform cashier functions in the BLM state offices for the purpose of collecting, receiving and validating monies from the general public into the U.S. Treasury. Data Element 3009 contains valid cashier numbers and a more detailed field definition.

DE 2185 Collection Method - This single-character field and six-character description field identify the type of payment used to receive monies from the public. Data Element 2185 contains valid collection method codes.

Check Number - This 12-digit field contains the number on the check or money order received as payment for this accounting advice.

Date Received - This date field contains the date the application and/or money was received by your office, i.e., the date stamped on the document, received for application, affidavit of labor, etc.... The date in this field appears in the lower right corner of the receipt with the employee's initials.

Ofc Code (Office Code) - This four-character field identifies the office of the employee who entered or authorized the creation of this accounting advice receipt.

Empl Intl (Employee Initials) - This three-character field contains the initials of the person who entered the accounting advice record.

Customer ID - This field defaults to the automated system number assigned to the customer, if any, associated with the accounting advice.

Name Num (and Customer Name fields) - This field contains the name number and complete name associated with the entered accounting advice receipt for the displayed customer ID.

Address Num (and Customer Address fields) - This field contains the address number and complete address associated with the entered accounting advice receipt for the displayed customer ID.

Remitter Name - This field contains the name of the person who submitted payment documented on this accounting advice receipt. This field is completed on the receipt only if the remitter is different from the displayed customer.

Remitter's Address - These two 30-character lines contain the address of the person making the payment for the receipt, if different from the address displayed in the customer address for the case.

City - This 20-character field contains the name of the city for the remitter's address.

DE 0099 State - This two-character field contains the abbreviation for the state in the remitter's address. Data Element 0099 contains valid state abbreviations.

DE 1656

ZIP - This nine-character field contains the zip code for the remitter's address. The first three digits of this field are validated against valid zip codes for the entered state. Data Element 1656 contains valid zip code prefixes, the first three digits only.



Press EXIT to exit the form and return to the last accessed menu.

This page left intentionally blank.

8.3 Accounting Advice – Block of Serial Numbers (CASE143F)

This form allows you to enter money information related to ranges of one or more case serial numbers, but accounted for on a single accounting advice receipt. The range(s) may be of one or more serial numbers, and you may enter more than one range. This form allows you to create and print an accounting advice receipt for an existing case or cases, entering action and accounting advice record information simultaneously to save to the case(s).

When you select the Accounting Advice - Block of Serial Numbers option from the Accounting Advice Menu or QXFER, the Accounting Advice - Block of Serial Numbers Form (CASE143F) appears as shown in Figure 1 with your cursor in the Geo State field of the lower limit case serial number.

Detailed descriptions of the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field definitions.

CASE143F		BLM Interim LIS				30-MAR-93	
Accounting Advice - Page 1							
Case Ser Num	Geo State	Land Office	Prefix	Ser Num	Suffix	Casetype	
Start of Range							
End of Range							
Date	Ofc Code	Empl Intl	Cashier Num	Collection Method	Check Num	Date Received	
Time							
Name Num	Cust ID				Remitter Name		
Addr Num					Address		
					1. City State Zip		
					2. City State Zip		
<Show Keys=KP1> <Exit=Esc X> LOU							
Char Mode: Replace Page 1 Count: *0							

Figure 1 - Accounting Advice – Block of Serial Numbers Form (CASE143F-Page 1)

This form automatically generates a new accounting advice number when you commit the money and action records associated with the receipt. The accounting advice number appears on the printed receipt and in the Accounting Advice Number field on page three of this form.

When you enter your range (or ranges) of case serial numbers, the following information should carry forward from the first case and the cursor moves in to the Office Code field:

Customer ID (first customer of the first case)
Both lines of the customer name
Customer Address

NOTE:

All cases entered in a range must have the same case type and a common customer ID. In addition, when entering multiple ranges, each range must have a common customer ID and the same case type. Mining claim case types are the exception; as long as all cases in the range(s) are 384 case types, the program will accept the cases for entry.

Case Ser Num (Case Serial Number) - This group of fields includes the Geo State, Land Ofc, Prefix, Ser Num and Suffix fields. Each land, mineral and mining claim case must have a unique case serial number within the automated systems of the BLM.



Type the geographic state abbreviation. Press NEXT FIELD to continue to the Land Office field.

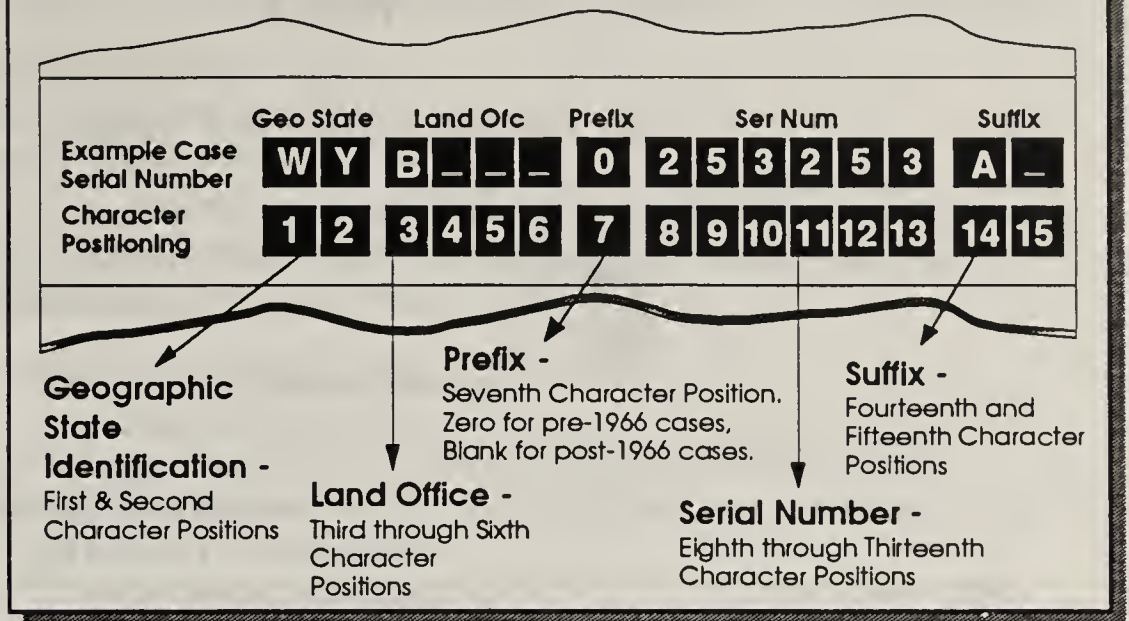
If you enter an invalid geographic state, the following message appears in the message line:

ERROR: Invalid Geo State

LOV ♥

Press LOV to obtain an on-line list of valid geographic state abbreviations.

Case Serial Number Positions



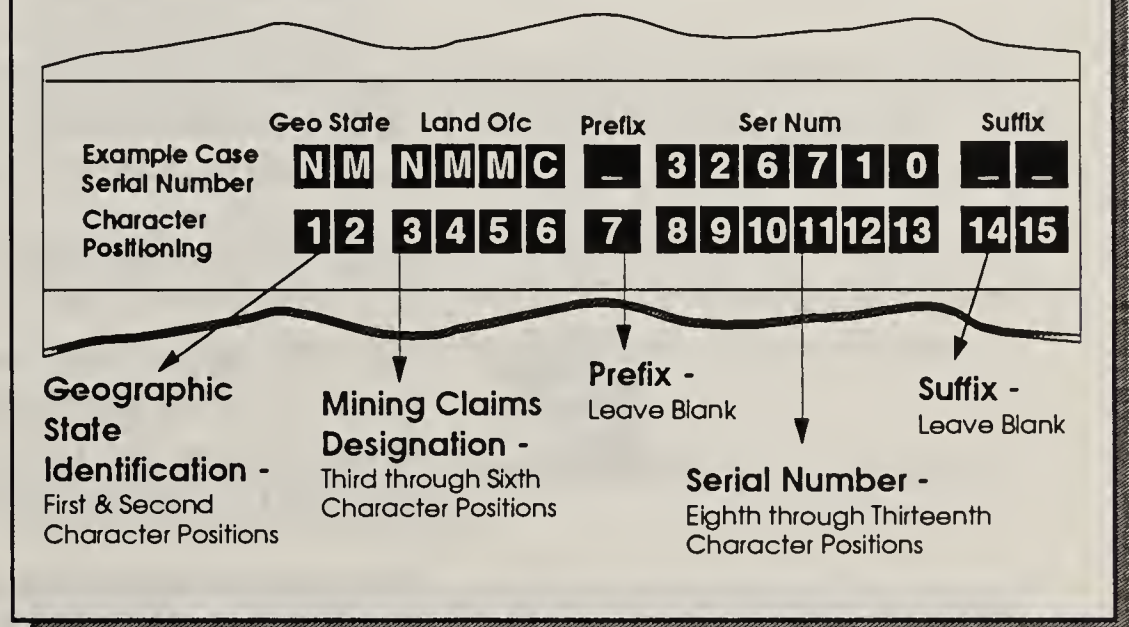
Example:

W Y W _ _ _ _ 6 0 0 4 7 8 _ _
 A K F F _ _ _ 0 4 3 7 8 4 _ _
 M T B L M A 0 0 2 4 7 6 3 _ _

Where the _ denotes a blank space in the case serial number.



Mining Claims Case Serial Number Positions



LOV ♥

Type the land office code. Press NEXT FIELD to continue to the Prefix field.

Press LOV to obtain an on-line list of valid land office codes for the entered geographic state.

NOTE:

Only certain land and mineral case types prior to 1966 use the Prefix field.



Type the prefix if appropriate. Press NEXT FIELD to continue to the Suffix field.

Type the serial number. Press NEXT FIELD to continue to the Suffix field.

Type the suffix if applicable. Press NEXT FIELD to continue to the Serial Number field of the upper limit case serial number.

When you enter a complete case serial number, the System verifies that the case exists in the System and displays the case type of the case to the right, or returns the following message in the message line:

**ERROR: Records cannot be added
to a Void Case**

NOTE:

The geographic state abbreviation, land office code and serial number entered in the lower limit carry down to the upper limit fields. You may not access the Geo State and Land Office fields in the upper limit.



Type the upper limit case serial number (if different from the lower limit serial number). Press NEXT FIELD to continue to the Office Code field, or press NEXT RECORD to enter another range of serial numbers.

You may enter additional ranges anytime prior to committing the accounting advice.

Press NEXT RECORD in the case serial number block to enter additional case serial number ranges.

When you press NEXT RECORD in the case serial number block the fields clear for a new range. Complete the fields following the above entry instructions.

Press NEXT FIELD when you finish entering all ranges to continue to the Office Code field.

If you enter a range of cases without a common customer ID, the following message appears in the message line:

ERROR: Invalid Customer ID

If you enter a range of cases without having the same case type in each case, the following message appears in the message line:

ERROR: Invalid Range

The cursor remains in the case serial number block when you receive one of the above error messages.

When you enter valid range(s) with the same case type and a common customer ID, the cursor continues to the Office Code field.

The cursor skips the Date and Time fields. You may press PREVIOUS FIELD from the Office Code field to access these fields.

Date (System) - This mandatory field defaults to today's date and is printed in the upper right corner of the accounting advice receipt. Use the PREVIOUS FIELD key to return to this field and overwrite the default value.

Time (System) - This mandatory field defaults to the current time. Use the PREVIOUS FIELD key to return to this field and overwrite the default value.

Ofc Code (Office Code) - This optional four-character field identifies the office of the employee entering or authorizing the creation of this accounting advice receipt.



Type the office code. Press NEXT FIELD to continue to the Employee Initials field.

Empl Intl (Employee Initials) - This three-character field contains the initials of the person who entered the last action on the case retrieved.



Type the employee initials. Press NEXT FIELD to continue to the Cashier Number field.



NOTE:

The Employee Initials field is required for Alaska. If you attempt to bypass this field, the following message appears in the message line and the cursor remains in the Employee Initials field:

ERROR: Mandatory field has not been entered

DE 3009
or...
LOV ♥

Cashier Num (Cashier Number) - This optional single-digit field contains the code associated with a specific person bonded and authorized to perform cashier functions in the BLM state offices for the purpose of collecting, receiving and validating monies from the general public into the U.S. Treasury. Data Element 3009 and LOV contain valid cashier numbers and a more detailed field definition.



Type the cashier number or press LOV to obtain an on-line list of valid codes. Press NEXT FIELD to continue to the Collection Method Field.

If you enter an invalid cashier code, the following message appears in the message line:

ERROR: Invalid Cashier Number

If you do not know the appropriate cashier number, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Cashier Number LOV Screen, Figure 2, the cursor appears in the first record of the Code field. As there are only five codes and no definitions, this single-character field displays all valid codes on one screen.

Figure 2 - Cashier Number LOV Screen (DICT141F)

Use the *NEXT/PREVIOUS RECORD* keys to scroll through the retrieved values.

Press *NEXT FIELD* to retrieve the selected code.

Press *EXIT* to return to the form without retrieving any of the displayed values.

DE 2185
Or...
LOV ♥

Collection Method - This optional single-character field identifies the type of payment used to receive monies from the public. Data Element 2185 and LOV contains valid collection method codes.



Type the collection method code or press LOV to obtain an on-line list of valid codes. Press *NEXT FIELD* to continue to the Check Number field if you enter the code for check or money order, otherwise the cursor continues to the Date Received field.

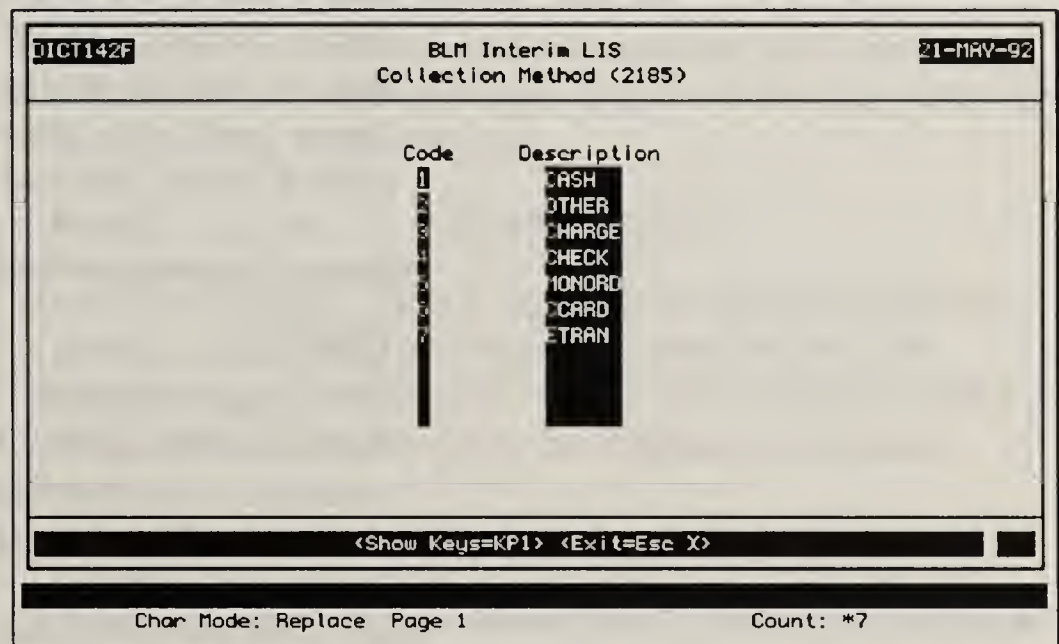
If you enter an invalid collection method code, the following message appears in the message line:

ERROR: Invalid Collection Method

If you do not know the correct collection method code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Collection Method LOV Screen, Figure 3, the cursor appears in the first record of the Code field. Each code has a corresponding description displayed in the Description field.



Code	Description
1	CASH
2	OTHER
3	CHARGE
4	CHECK
5	MONORD
6	CCARD
7	ETRAN

Figure 3 - Collection Method LOV Screen (DICT142F)

Use the *NEXT/PREVIOUS RECORD* keys to scroll through the retrieved codes.

You may also use the query procedures to locate a particular code, however; as there are only seven codes currently in use, all valid codes appear on a single screen.

Press *NEXT FIELD* to retrieve a selected code.

Press *EXIT* to return to the form without retrieving any values.

Check Number - This optional 12-digit field contains the number on the check or money order received as payment for this accounting advice. This field automatically right justifies the number entered.



Type the check number if the collection method is a check or money order. Press **NEXT FIELD** to continue to the Date Received field.

Date Received - This mandatory date field defaults to today's date. This date represents the date the application and/or money was received by your office, i.e., the date stamped on the document, received for application, affidavit of labor, etc.... Use the standard System date format: **DD-MON-YYYY**, e.g., **04-APR-1992**. The date entered in this field appears in the lower right corner of the receipt with the employee's initials.



Type the appropriate date or accept today's date. Press **NEXT FIELD** to continue to the Remitter Name field.

If you enter an invalid date, one of the following messages appears in the message line:

```
ERROR: Invalid Date
Date must be between 1 and last of month
Date format is DD-MON-YY
Not a valid month name
Year must be between 00-99 or 1000-4712
Field must be entered completely
```

NOTE:

The cursor skips the Customer fields. Use the **PREVIOUS FIELD** key to return to these fields as needed from the Remitter Name field. The customer ID entered must exist in all cases entered in the range(s).

Customer ID - This field defaults to the first customer of the entered case. Use the **PREVIOUS FIELD** to return to this field and overwrite the default value as needed. There is no LOV on this field.

You may clear the Customer ID field and leave the customer information blank on the accounting advice receipt.

If you enter a customer ID that does not exist in all cases in the range(s), the following message appears in the message line:

ERROR: Invalid Customer ID Number

Name Num (and Customer Name fields) - This field defaults to the first name number entered on the retrieved/established case(s) for the retrieved customer ID. Use the PREVIOUS FIELD key to return to this field and overwrite the retrieved value as needed.

If you enter a customer name number that does not exist for the entered customer ID, the following message appears in the message line:

ERROR: Invalid Name Number

Address Num (and Customer Address fields) - This field defaults to the first address number entered on the retrieved/established case(s) for the retrieved customer ID. Use the PREVIOUS FIELD key to return to this field and overwrite the retrieved value as needed.

If you enter a customer address number that does not exist for the entered customer ID, the following message appears in the message line:

ERROR: Invalid Address Number

Remitter Name - This field contains the name of the person submitting payment documented on this accounting advice receipt. Enter this field only if the remitter is different from the displayed customer name.



Type the remitter name if it is different from the displayed customer name. Press NEXT FIELD to continue to the Remitter Address field.

If you attempt to enter a name greater than the space provided, the last character will keep overwriting itself; or, if you are in the insert mode (identified in the status line of the form), the following message appears in the message line:

Field is full. Can't insert character.

Remitter's Address - These two 30-character lines contain the address of the person making the payment for the receipt, if different from the address displayed in the customer address for the case.



Type the remitter's address if it is different from the displayed customer address. Press **NEXT FIELD** to continue to the second line of the address. Type the additional line of the address, if appropriate. Press **NEXT FIELD** to continue to the City field.

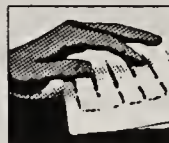
City - This optional 20-character field contains the name of the city for the remitter's address.



Type the city associated with the remitter's address, if appropriate. Press **NEXT FIELD** to continue to the State field.

DE 0099
Or...
LOV ♥

State - This optional two-character field contains the abbreviation for the state in the remitter's address. Data Element 0099 and LOV contain valid state abbreviations.



Type the state associated with the remitter's address, if appropriate. Press **NEXT FIELD** to continue to the Zip Code field.

If you enter an invalid state abbreviation, the following message appears in the message line:

ERROR: Invalid State Abbreviation

If you do not know the appropriate state abbreviation, press **LOV** to obtain an on-line list of valid state abbreviations.

LOV ♥

When you access the Geographic State LOV Screen, Figure 4, the cursor appears in the first record of the Adm State field.

*Use the **NEXT/PREVIOUS RECORD** and **NEXT/PREVIOUS SET** keys to scroll through the valid codes.*

You may also use the query procedures to query a particular state abbreviation.

*Press **ENTER QUERY**. Type your query parameters in the appropriate fields, using the **NEXT FIELD** key to move the cursor from field to field.*

Use the wildcard character, %, as needed to broaden your query.

*Press **EXECUTE QUERY** to retrieve all valid state abbreviations which match your query parameters.*

BLM Interior LIS			21-MAY-92
Geographic State (0099)			
Adm	Geo	Name	
ES	AL	ALABAMA	
AK	AK	ALASKA	
AZ	AZ	ARIZONA	
AR	AR	ARKANSAS	
CA	CA	CALIFORNIA	
CO	CO	COLORADO	
CT	CT	CONNECTICUT	
DE	DE	DELAWARE	
DC	DC	DISTRICT OF COLUMBIA	
FL	FL	FLORIDA	

<Show Keys=F1> <Exit=Esc X>

v Char Mode: Replace Page 1 Count: 10

Figure 4 - State LOV Screen (DICT109F)

Example:

Press ENTER QUERY.

Press NEXT FIELD to move the cursor into the Name field.

Type M% in the Name field.

Press EXECUTE QUERY.

The System retrieves all valid states and their associated abbreviations when the name begins with an M.

Press NEXT FIELD to retrieve the selected code.

Press EXIT to return to the form without retrieving any values.

DE 1656

Or...

LOV ♥

ZIP - This optional nine-character field contains the zip code for the remitter's address. The first three digits of this field are validated against valid zip codes for the entered state. Data Element 1656 and LOV contain valid zip code prefixes, the first three digits only.



Type the ZIP code if appropriate. Press NEXT FIELD to continue to the first Accounting Advice Remarks field on page two.

If you enter an invalid zip code, the following message appears in the message line:

ERROR: Invalid ZIP code for entered state.

If you do not know the appropriate zip code prefix, press LOV to obtain a list of the first three digits of valid zip codes for the entered state.

LOV ♥

When you access the ZIP Code LOV Screen, Figure 5, the cursor appears in the first record of the State field.

The screenshot shows a terminal window titled "DICT104F" with a subtitle "BLM Interim LIS State/Country & Zip Code". The date "21-MAY-92" is in the top right. The main area displays a list of states and their corresponding zip codes. The first record is highlighted with a cursor in the State field.

State	Zip
AK	995
AK	996
AK	997
AK	998
AK	999
FL	350
FL	351
FL	352
FL	353
FL	354

At the bottom, there is a status bar with the text "<Show Keys=KP1> <Exit=Esc X>" and a "LOV" label. Below this, it says "v Char Mode: Replace Page 1" and "Count: 10".

Figure 5 - ZIP Code LOV Screen (DICT104F)

Only the zip code prefixes for the specified state appear on the LOV screen.

Use the **NEXT/PREVIOUS RECORD** and **NEXT/PREVIOUS SET** keys to scroll through the retrieved codes.

Press **NEXT FIELD** to retrieve the selected code and return to the ZIP Code field.

Press **EXIT** to return to the form without retrieving any values.

8.3 Accounting Advice - Block of Serial Numbers (CASE143F - Page 2)

The second page of the Accounting Advice - Block of Serial Numbers Form (CASE143F) continues with the entry of the money and action record(s) for the receipt generated for all of the cases (and ranges of cases) entered on page one.

When you access the second page of the Accounting Advice - Block of Serial Numbers Form (CASE143F - Page 2) Figure 6 appears with your cursor in the first Accounting Advice Remarks field.

Detailed descriptions of the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field definitions.

CASE143F		BLM Interim LIS				30-MAR-93	
Accounting Advice - Page 2							
Remarks							
1				6			
2				7			
3				8			
4				9			
5				10			
Act Code	Act Date	Fund Code	Fund Symbol	Money Type	Money Amount	Asmt Yr	Par Code
072	30-MAR-1993	0340	142419.1	FFE	25.00	-	
Valid Cases Aggregate Amount:					Total:	25.00	
<Show Keys=KP1> <Exit=Esc X>							
Char Mode: Replace Page 2				Count: *0			

Figure 6 - Accounting Advice - Block of Serial Numbers (CASE143F - Page 2)

NOTE:

The first line of remarks lines up on the printed receipt just above the Filing Fee line where monies appear. There are eight lines of remarks, use your own judgment to determine which line to enter remarks if you want them to line up with a particular money line on the printed receipt. The remarks print single spaced on the receipt.

Remarks (Accounting Advice Remarks) - These optional ten fields (30 characters per field) contain accounting remarks related to the fund codes/symbols appearing on the record, referencing cases related to the receipt, or any other pertinent accounting advice information.



Type the remarks as needed in the appropriate lines, up to ten lines printed on the receipt. Press **NEXT FIELD** to move from one line to the next. When you reach the last (tenth) line of remarks, press **NEXT FIELD** to continue to the Action Date field. If you have no remarks to enter, press **NEXT BLOCK** to continue directly to the Action Code field.

When you are in the **REPLACE** mode noted in the status line on the form, if you continue typing at the end of the line, the characters replace the last character in the line over and over again, typing over the previously typed character. Be sure to press **NEXT FIELD** to continue to the next line of remarks.

When you are in the **INSERT** mode noted in the status line on the form, if you continue typing at the end of the line, the following message appears in the message line:

Field is full. Can't insert character.

NOTE:

There are no restrictions to the type and format of the information entered in the Accounting Advice Remarks fields.

DE 1775/
2960
Or...
LOV ♥

Action Code - This three character field contains an action code associated with a money transaction that is saved to the case(s) identified on page one. Data Element 1775/2960 and LOV contain appropriate action codes for the case type.



Type the action code. Press NEXT FIELD to continue to the Money Amount field.

If you enter an invalid action code, the following message appears in the message line:

ERROR: Invalid Action Code for Case Type

If you do not know the appropriate action code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Action Code LOV Screen, Figure 7, the cursor appears in the first record of the Case Type field.

BLM Interim LIS										16-APR-92	
Case Type/Action Code (2962)											
Case Type	Act	Description	Pend	Status	Form	Screen					
000445	001	CASE ESTABLISHED		02							
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol							
		FFE									
Case Type	Act	Description	Pend	Status	Form	Screen					
000445	050	BONUS BID REFUNDED		02							
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol							
		ENE									
Case Type	Act	Description	Pend	Status	Form	Screen					
000445	055	NON-REFUNDABLE PYMT RECD		02							
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol							
		FFE									

<Show Keys=KP1> <Exit=Esc X> LOU

v Char Mode: Replace Page 1 Count: 3

Figure 7 - Action Code/Case Type Matrix LOV Screen (DICT103F)

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved values.

You may also query a particular value following the standard System query procedures.

Press ENTER QUERY to clear the fields and place your cursor in the Case Type field. The case type code for the case remains, as the enterable action codes are restricted to the case type of the current case. Use the NEXT FIELD key to move the cursor through the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press EXECUTE QUERY to retrieve data that match your query parameters.

Example:

Press ENTER QUERY.

Use the NEXT FIELD key to move the cursor to the Description field.

Type P% in the Description field.

Press EXECUTE QUERY.

All action codes for this case type that have a description beginning with P appear in the columns.

Locate the desired value using the NEXT/PREVIOUS RECORD keys.

Press NEXT FIELD to accept the current value and return to the Action Code field on the form.

Press EXIT to return to the form without retrieving any value.

The System automatically completes the Action Date, Fund Code, Fund Symbol, and Money Type fields if appropriate, and the cursor skips to the money amount field. Press PREVIOUS FIELD to return to these fields as needed.

Action Date - This mandatory 11-character field contains the date the identified action took place. This field defaults to today's date, using the standard System date format, DD-MON-YYYY. When entering the action date, type the entire date, including zeros and hyphens, to separate the elements. The range of allowable dates is 04-JUL-1776 through 01-JAN-4444. Use Data Element 0066 to obtain appropriate abbreviations for each month.



Type the action date or accept the default of today's date. Press NEXT FIELD to continue to the Fund Code field. If you enter the action date using an invalid date format or invalid day, month, or year, one of these messages appears in the message line:

Date format is: DD-MON-YYYY

Date must be between 1 and last of month

Not a valid month name

Year must be 1776-4444

If you enter a non-money action, the System completes the Action Date field and the cursor moves directly into the Assmt Year field. Press PREVIOUS FIELD to return to the Action Date field if needed.

DE 3042
Or...
LOV ♥

Fund Code - This mandatory four-digit field contains a numeric code representing the type of transaction occurring between the BLM and the customer receiving the accounting advice receipt, e.g., 0001 - Filing Fee, 0002 - ROW Rentals. Data Element 3042 and LOV contain valid fund codes.



Type the appropriate fund code. Press NEXT FIELD to continue to the Fund Symbol field.

NOTE:

When you enter a valid fund code, the System automatically completes the Fund Symbol field.

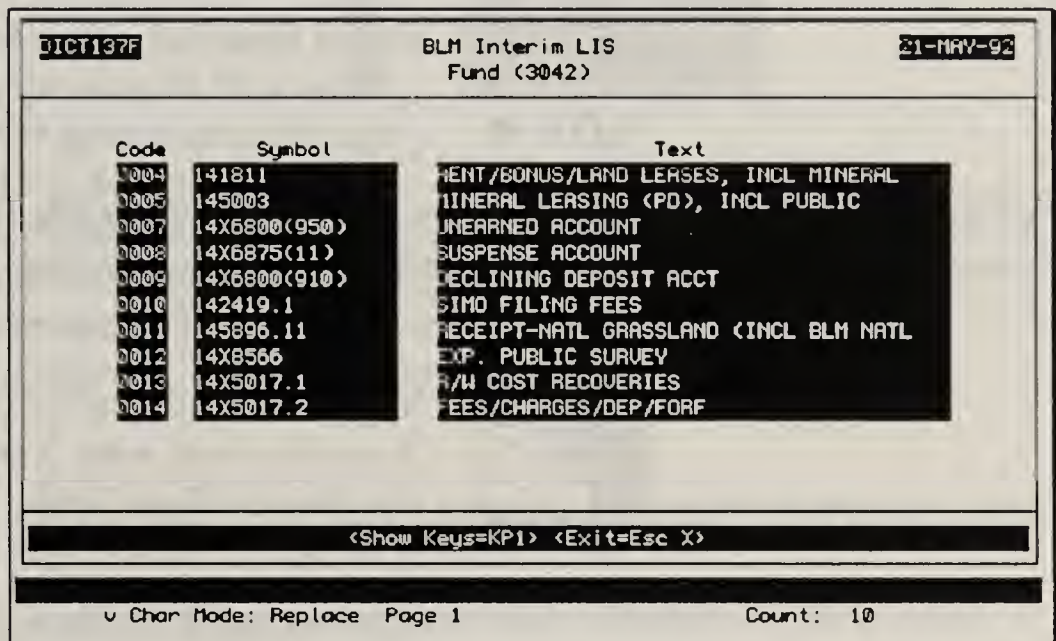
If you enter an invalid fund code, the following message appears in the message line:

ERROR: Invalid Fund Code

If you do not know the appropriate fund code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Fund Code LOV Screen, Figure 8, the cursor appears in the first record of the Code field.



The screenshot shows a terminal window titled "DICT137F" with a header "BLM Interim LIS Fund (3042)" and a date "21-MAY-92". The main area displays a table with three columns: Code, Symbol, and Text. The table lists 14 records, with the first record highlighted. Below the table is a status bar with the text "<Show Keys=KP1> <Exit=Esc X>". At the bottom of the window, it says "v Char Mode: Replace Page 1" and "Count: 10".

Code	Symbol	Text
0004	141811	MENT/BONUS/LAND LEASES, INCL MINERAL
0005	145003	MINERAL LEASING (PD), INCL PUBLIC
0007	14X6800(950)	UNEARNED ACCOUNT
0008	14X6875(11)	SUSPENSE ACCOUNT
0009	14X6800(910)	DECLINING DEPOSIT ACCT
0010	142419.1	SIMO FILING FEES
0011	145896.11	RECEIPT-NATL GRASSLAND (INCL BLM NATL
0012	14X8566	EXP. PUBLIC SURVEY
0013	14X5017.1	R/W COST RECOVERIES
0014	14X5017.2	FEES/CHARGES/DEP/FORF

Figure 8 - Fund LOV Screen (DICT137F)

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved values.

You may also use the standard query procedures.

Press ENTER QUERY. Type your query parameters in one or more fields, using the NEXT FIELD key to move from field to field.

Press EXECUTE QUERY to query the System to retrieve records which match your query parameters.

Example:

Press ENTER QUERY.

Press NEXT FIELD to move the cursor into the Text field.

Type %MINERAL%.

Press EXECUTE QUERY.

All fund codes which contain a reference to mineral in the textual description appear on the screen.

Use the NEXT/PREVIOUS RECORD keys to locate the appropriate code.

Press NEXT FIELD to retrieve the selected code and return to the form.

Press EXIT to return to the form without retrieving any value.

NOTE:

If you enter a fund symbol that does not correspond to the displayed fund code, the System overwrites the fund code to match the entered fund symbol. Also, if you enter a new fund code, the System retrieves the corresponding fund symbol automatically.

DE 3042
Or...
LOV ♥

Fund Symbol - This required 16-character field contains a BLM code which reflects the fund accounting symbol associated with the fund code entered for all monies collected by the cashier. Data Element 3042 and LOV contain lists of valid fund symbols. The System automatically completes this field based on the entered action code.



Type the fund symbol or accept the default generated from the fund code. Press NEXT FIELD to continue to the Money Type field.

If you enter an invalid fund symbol, the following message appears in the message line:

ERROR: Invalid Fund Symbol

LOV ♥

If you do not know the appropriate fund symbol, press LOV to obtain an on-line list of valid codes. Refer to the Fund Code LOV Screen documentation on the previous page for information on the Fund Symbol LOV.

DE 2538
Or...
LOV ♥

Money Type - This optional three-character field contains the abbreviation for the type of money involved in the transaction. This code should be related directly to the action in the record. Data Element 2538 and LOV contain valid money type codes.



Type the money type abbreviation. Press NEXT FIELD to continue to the Money Amount field.

If you enter an invalid money type, the following message appears in the message line:

ERROR: Invalid Money Type

If you do not know the appropriate money type abbreviation, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Money Type LOV Screen, Figure 9, the cursor appears in the first record of the Code field.



Code	Description
APP	APPRAISAL AMOUNT
BID	BID AMOUNT
BND	BOND AMOUNT
BNS	BONUS BID AMOUNT
DEP	DEPOSIT AMOUNT
FFE	FILING FEE
GFT	GIFT AMOUNT
INT	INTEREST AMOUNT
ATL	RENTAL AMOUNT
SAA	SETTLEMENT/AWARD AMOUNT

<Show Keys=KP1> <Exit=Esc X>

v Char Mode: Replace Page 1 Count: 10

Figure 9 - Money Type LOV Screen (DICT143F)

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved values.

Follow the standard query procedures to query a particular code.

Example:

Press ENTER QUERY.

Press NEXT FIELD to move the cursor into the Description field.

Type %INTEREST% in the Description field.

Press EXECUTE QUERY.

The INT code appears in the Code field with INTEREST AMOUNT in the Description field.

Press NEXT FIELD to retrieve the selected code into the Money Type field on the form.

Press EXIT to return to the form without retrieving any value.

Money Amount - This mandatory 14-digit field contains the amount of money received or refunded by the BLM in the transaction reflected in the current money/action record. This field contains nine spaces for a whole number, with separating commas, a decimal place, and two spaces for the cents.



Type the money amount for the current record. Press NEXT FIELD to continue to the next Assmt Year field.

If you enter an invalid character, the following message appears in the message line:

Legal characters are 0-9 - + E.

E identifies an exponential number.

Assmt Year (Assessment Year) - This two-digit field contains the last two digits of the year in which assessment work was performed for the case's claim.



Type the assessment year, e.g., 91, 79, 93, etc..., if appropriate. Press NEXT FIELD to continue to the Parcel Code field of the case in a Native Allotment case type; otherwise, the following message appears in the message line:

Press COMMIT to save, NEXT FIELD to continue entering fields



Press NEXT FIELD or NEXT RECORD to move into the next action record.

Press CREATE RECORD to create a blank action record below the current record.

Parcel Code - This single-character field, accessed only by native allotment case type cases, contains the parcel identifies for which land in the case is affected by the current action.



Type the parcel code, if applicable.

Continue to enter as many money transactions as needed for this receipt by following the entry instructions for this page.

Only three records are visible at a time; however, the block scrolls as you move the cursor down.



Press COMMIT to save the money/action transactions recorded for this receipt to the case(s) specified.

When you press COMMIT, the following message appears in the message line and the cursor moves into the Print field on page three:

Processing range

Transaction completed

Three other fields appear across the bottom of this page. They are not accessible, but display pertinent information regarding the accounting advice as you enter data.

The first field contain the total number of cases entered in the range(s) on page one. This field is not labelled.

Aggregate Number - This field contains a grand total of the monies entered for the accounting advice receipt. For example, if you have 100 cases total, and \$50 received per case, the aggregate number would be \$5,000. This field keeps a running total of all monies received for all cases entered and adjusts accordingly as you enter money action records.

Total - This field contains the running total for one case. For example, the total for three action records is \$50 per case, \$50 appears in this field. As you enter additional records, this field adjusts accordingly to reflect the amount of money received for one case.

This page intentionally left blank.

8.3 Accounting Advice - Block of Serial Numbers (CASE143F - Page 3)

The third page of the Accounting Advice - Block of Serial Numbers Form (CASE143F) continues with the option to print the receipt generated or simply exit the form.

When you access the third page of the Accounting Advice - Block of Serial Numbers Form (CASE143F - Page 3) Figure 10 appears with your cursor in the Print field and the following message in the message line:

Processing Range
Transaction completed

Detailed descriptions of the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field definitions.

CASE143F	BLM Interim LIS Accounting Advice - Report	30-MAR-93
Acct Adv Num 0001213		
Do you want to print an accounting advice report? Y		
Destination PR0		
<Show Keys=KP1> <Exit=Esc X>		LOU
Char Mode: Replace Page 5 Count: *0		

Figure 10 - Accounting Advice - Block of Serial Numbers Form (CASE143F - Page 3)

Print - This field allows you to specify whether you want to print the receipt information generated from the entered accounting advice information.



Accept the default **Y** or type **N** and press NEXT FIELD.

If you accept the default **Y**, the cursor continues to the Destination field. If you enter **N** and press NEXT FIELD the System exits the form and returns to the last accessed menu.

If you enter an invalid character or press an invalid function key, the following message appears in the message line:

**ERROR: Invalid answers—
Please enter Y or N**

LOV ♥

Destination - This field contains a default code to your local receipt printer. LOV contains additional printer codes as well.



Accept the default printer code, type a different printer ID, or press LOV for a list of valid printer codes.

If you enter an invalid printer code, the following message appears in the message line:

ERROR: Invalid Printer ID

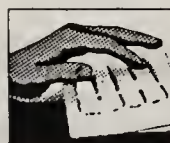


Press NEXT FIELD to print the receipt. The following message appears in the message line:

**RECEIPT request 169 added to queue,
1 records
Press any function key to acknowledge
message**

The request number identifies the number in the System of the receipt requested, and notes that this request is in the print queue.

When you press a function key to acknowledge this message, the cursor returns to the last accessed menu.



Press EXIT to exit the form and return to the last accessed menu.

8.4 Void Accounting Advice Form (CASE144F)

This form allows a user to void an existing accounting advice. This process involves printing a copy of the original receipt which displays the cases (if any) and remarks, the original money amounts as negative amounts, and VOID in the upper left corner of the receipt. Voiding an accounting advice also deletes all action records from the case, or cases, which contain the specified accounting advice number. Once an accounting advice is voided, the number remains in the System with an accounting advice status of voided; you may not reuse the voided accounting advice number.

CASE144F		BLM Interim LIS		13-JUL-92	
Void an Accounting Advice					
Enter Ofc Code		Empl Intl		Accounting Advice Number	
<div> <div>Void Accounting Advice ?</div> <div>Destination</div> </div>					
Ofc Code	Empl Intl	Cashier Num	Collection Method	Advice Status	Num
Cust ID		Date	Time	Check \$ Amt	Date Received
Customer Name/Address				Remitter Name	
<div> <div>Name</div> <div>N</div> <div>U Addr</div> <div>M</div> </div>				Address	
				1.	
				2.	
<Show Keys=KP1> <Exit=Esc X>					
Char Mode: Replace Page 1					
Count: *0					

Figure 1 - Void Accounting Advice Form (CASE144F)

WARNING:

You may only void an accounting advice during the same business day that it was created; i.e., you may not void an advice that was generated yesterday or earlier.

When you select the Void Accounting Advice option from the Accounting Advice Menu or another menu, the Void Accounting Advice Form (CASE144F) appears as shown in Figure 1 with your cursor in the Office code field.

Detailed descriptions of the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field definitions.

Office Code - This four-character field must contain the office code of the employee who created the accounting advice receipt.



Type the office code. Press NEXT FIELD to continue to the Employee Initials field.

Employee Initials - This three-character field must contain the initials of the employee who originally entered the accounting advice information.



Type the employee initials. Press NEXT FIELD to continue to the Accounting Advice Number field.

NOTE:

When you enter the accounting advice number of the receipt you want to void, the customer, remitter, monies, and employee information for that receipt appears in the appropriate fields for you to verify that you have retrieved the correct accounting advice.

Acct Adv Num (Accounting Advice Number) - This seven-digit field contains the accounting advice number of the receipt you want to void.



Type the accounting advice number. Press NEXT FIELD to retrieve the general receipt information and continue to the Void Accounting Advice field.

If you enter an invalid accounting advice number, the following message appears in the message line:

**ERROR: Accounting Advice information
does not exist for the number**

If you entered an invalid office code or employee initials for this accounting advice number, the following message appears in the message line:

ERROR: Invalid Employee Initial Code



Press PREVIOUS FIELD or CLEAR FORM to return to the Office Code and Employee Initials fields to reenter your information.

Void Accounting Advice - This single-character field identifies whether you want to void a receipt based on the information displayed, or return to the Accounting Advice Number field to enter a different number.



Type Y and press COMMIT to void the receipt and continue to the Destination field. Type N to return to the Accounting Advice Number field to enter a different number.

If you enter an invalid character, the following message appears in the message line:

ERROR: Please enter Y to void advice or N

If you press a key other than COMMIT, the following message appears in the message line:

ERROR: Press COMMIT to store data

WARNING:

Until you press NEXT FIELD with the cursor in the Destination field on a valid printer ID, the accounting advice is not voided or printed as a voided receipt.

Destination - This ten-character field contains the printer ID to identify on which printer the voided receipt will print.



Type the printer ID or accept the default printer ID. Press NEXT FIELD to void the accounting advice and print a voided receipt.

If you enter an invalid printer ID in the Destination field, the following message appears in the message line:

ERROR: Invalid Printer ID

When you press NEXT FIELD on a valid printer ID, the following message appears in the message line:

**RECEIPT request 2944 added to queue,
1 records
Press any function key to acknowledge
message**

Press a function key to acknowledge the message. The cursor returns to the Acct Adv Num field, and the following message appears in the message line:

VOIDED Advice was put to Printer

This message indicates that the receipt printed.

NOTE:

You may press EXIT at any time prior to pressing NEXT FIELD from the Destination field to prevent voiding the accounting advice and return to the last accessed menu.



Press EXIT to exit the form and return to the last accessed menu.

The following field descriptions include fields that appear on the form for data verification, but are not accessible to change.

Ofc Code (Office Code) - This four-character field identifies the office of the employee who entered or authorized the creation of this accounting advice.

Empl Intl (Employee Initials) - This three-character field contains the initials of the person who entered the accounting advice record.

DE 3009 Cashier Num (Cashier Number) - This single-digit field contains the code associated with a specific person bonded and authorized to perform cashier functions in the BLM state offices for the purpose of collecting, receiving and validating monies from the general public into the U.S. Treasury. Data Element 3009 contains valid cashier numbers and a more detailed field definition.

DE 2185 Collection Method - This single-character field identifies the type of payment used to receive monies from the public for this transaction. Data Element 2185 contains valid collection method codes.

Check Number - This 12-digit field contains the number on the check or money order received as payment for this accounting advice.

Money Amount - This 12-digit field contains the total money amount received for this accounting advice transaction.

Date Received - This date field contains the date the application and/or money was received by your office, i.e., the date stamped on the document, received for application, affidavit of labor, etc.... The date in this field appears in the lower right corner of the receipt with the employee's initials.

Customer ID - This field defaults to the customer, if any, associated with the accounting advice.

Name Num (and Customer Name fields) - This field contains the name number and complete name, if any, associated with the entered accounting advice receipt.

Address Num (and Customer Address fields) - This field contains the address number and complete address, if any, associated with the entered accounting advice receipt.

Date (System) - This field contains the date the accounting advice was entered into the System.

Time (System) - This field contains the time the accounting advice was entered into the System.

Remitter Name - This field contains the name of the person who submitted payment documented on this accounting advice. This field is completed on the receipt only if the remitter is different from the displayed customer.

Remitter's Address - These two 30-character lines contain the address of the person making the payment for the receipt, if different from the address displayed in the customer address for the case.



Press EXIT to exit the form and return to the last accessed menu.

8.5 Accounting Advice – Random Serial Numbers (CASE162F)

This form allows you to enter money information related to random case serial numbers, but accounted for on a single accounting advice receipt. This form allows you to create and print an accounting advice receipt for an existing case or cases, entering action and accounting advice record information simultaneously to save to the case(s).

When you select the Accounting Advice - Random Serial Numbers option from the Accounting Advice Menu or use QXFER, the Accounting Advice - Random Serial Numbers Form (CASE162F) appears as shown in Figure 1 with your cursor in the Geo State field.

Detailed descriptions of the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field definitions.

CASE162F		BLM Interim LIS				26-MAY-92	
Accounting Advice for Random Serial Numbers - Page 1							
Case Ser Num		Geo State	Land Ofc	Prefix	Ser Num	Suffix	
Date		Ofc Code	Empl Intl	Cashier Num	Collection Method	Check Num	Date Received
Time							
Name Num		Cust ID			Remitter Name		
Addr Num					Address		
					1.		
					2.		
					City	State	Zip
<div> <div><Show Keys=KP1></div> <div><Exit=Esc X></div> <div>LOU</div> </div>							
Char Mode: Replace Page 1				Count: *0			

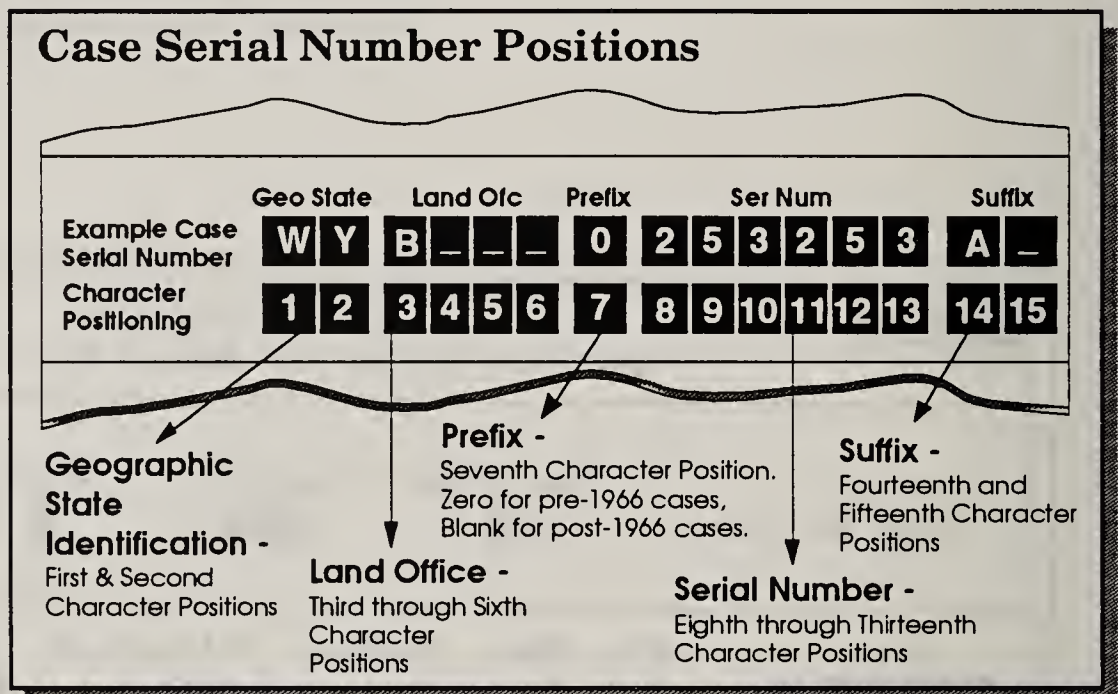
Figure 1 - Accounting Advice – Random Serial Numbers Form (CASE162F)

This form automatically generates a new accounting advice number when you commit the money and action records associated with the receipt. The accounting advice number appears on the printed receipt and in the Accounting Advice Number field on page three of this form.

When you enter a case serial number, the following information is retrieved from the case, and the cursor moves directly to the Office Code field:

Customer ID (first customer of the first case)
Both lines of the customer name
Customer Address

Case Ser Num (Case Serial Number) - This group of fields includes the Geo State, Land Ofc, Prefix, Ser Num and Suffix fields. Each land, mineral and mining claim case must have a unique case serial number within the automated systems of the BLM.



Example:

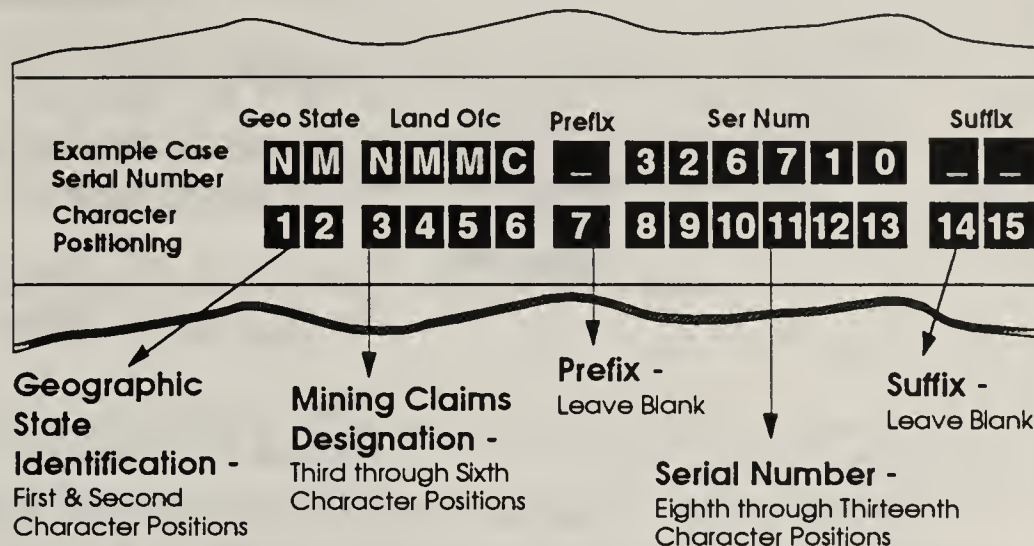
```

W Y W _ _ _ _ 6 0 0 4 7 8 _ _
A K F F _ _ _ 0 4 3 7 8 4 _ _
M T B L M A 0 0 2 4 7 6 3 _ _
  
```

Where the _ denotes a blank space in the case serial number.



Mining Claims Case Serial Number Positions



Type the geo state case for which you want to create an accounting advice receipt. Press NEXT FIELD to continue to the Land Office field.

If you enter an invalid geo state, the following message appears in the message line

ERROR: Invalid Geo State

LOV ♥

Press LOV to obtain an on-line list of valid geographic state abbreviations.



Type the land office code. Press NEXT FIELD to continue to the Prefix field.

If you enter an invalid land office code, the following message appears in the message line:

ERROR: Invalid Land Office

LOV ♥

Press LOV to obtain an on-line list of valid land office codes for the entered geographic state.

NOTE:

Only certain land and mineral case types prior to 1966 use the Prefix field.



Type the prefix if appropriate. Press NEXT FIELD to continue to the Suffix field.

If you enter an invalid prefix, the following message appears in the message line:

ERROR: Only 0 or blank allowed



Type the serial number. Press NEXT FIELD to continue to the Suffix field.

Type the suffix if applicable. Press NEXT FIELD to continue to the Office Code field.

When you enter a complete case serial number, the System verifies that the case is established in the System, either retrieving existing information from the case and continuing to the Office Code field, or returning the following message in the message line:

**ERROR: Case Serial Number not found...
please re-enter**

Date (System) - This required field defaults to today's date and is printed in the upper right corner of the accounting advice receipt. Use the PREVIOUS FIELD key to return to this field and overwrite the default value.

Time (System) - This required field defaults to the current time. Use the PREVIOUS FIELD key to return to this field and overwrite the default value.

Ofc Code (Office Code) - This optional four-character field identifies the office of the employee entering or authorizing the creation of this accounting advice receipt.



Type the office code. Press NEXT FIELD to continue to the Employee Initials field.

Empl Intl (Employee Initials) - This three-character field contains the initials of the employee entering or authorizing the creation of this accounting advice receipt.



Type the employee initials. Press NEXT FIELD to continue to the Cashier Number field.



NOTE:

The Employee Initials field is required for Alaska. If you attempt to bypass this field, the following message appears in the message line and the cursor remains in the Employee Initials field:

ERROR: Mandatory field has not been entered

DE 3009
or...
LOV ♥

Cashier Num (Cashier Number) - This optional single-digit field contains the code associated with a specific person bonded and authorized to perform cashier functions in the BLM state offices for the purpose of collecting, receiving and validating monies from the general public into the U.S. Treasury. Data Element 3009 and LOV contain valid cashier numbers and a more detailed field definition.



Type the cashier number or press LOV to obtain an on-line list of valid codes. Press NEXT FIELD to continue to the Collection Method Field.

If you enter an invalid cashier code, the following message appears in the message line:

ERROR: Invalid Cashier Number

If you do not know the appropriate cashier number, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Cashier Number LOV Screen, Figure 2, the cursor appears in the first record of the Code field. As there are only five codes and no definitions, this single-character field displays all valid codes on one screen.

Use the NEXT/PREVIOUS RECORD keys to scroll through the retrieved values.

Press NEXT FIELD to retrieve the selected value and return to the Cashier Number field.

Press EXIT to return to the form without retrieving any of the displayed values.

Figure 2 - Cashier Number LOV Screen (DICT141F)

DE 2185
Or...
LOV ♥



Collection Method - This optional single-character field identifies the type of payment used to receive monies from the public. Data Element 2185 and LOV contains valid collection method codes.

Type the collection method code or press LOV to obtain an on-line list of valid codes. Press NEXT FIELD to continue to the Check Number field if you enter the code for check or money order, otherwise the cursor continues to the Date Received field.

If you enter an invalid collection method code, the following message appears in the message line:

ERROR: Invalid Geo State

If you do not know the correct collection method code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Collection Method LOV Screen, Figure 3, the cursor appears in the first record of the Code field. Each code has a corresponding description displayed in the Description field.

Use the NEXT/PREVIOUS RECORD keys to scroll through the retrieved codes.

You may also use the query procedures to locate a particular code, however; as there are only seven codes currently in use, all valid codes appear on a single screen.

Press NEXT FIELD to retrieve a selected code to the Collection Method field.

Press EXIT to return to the form without retrieving any values.

BLM Interim LIS Collection Method (2185)		21-MAY-92
Code	Description	
1	CASH	
2	OTHER	
3	CHARGE	
4	CHECK	
5	MONORD	
6	CCARD	
7	ETRAIN	

<Show Key=>KPl> <Exit=>Esc X>

Char Mode: Replace Page 1 Count: *7

Figure 3 - Collection Method LOV Screen (DICT142F)

Check Number - This optional 12-digit field contains the number on the check or money order received as payment for this accounting advice. This field automatically right justifies the number entered.



Type the check number if the collection method is a check or money order. Press NEXT FIELD to continue to the Date Received field.

Date Received - This mandatory date field defaults to today's date. This date represents the date the application and/or money was received by your office, i.e., the date stamped on the document, received for application, affidavit of labor, etc.... Use the standard System date format: DD-MON-YYYY, e.g., 04-APR-1992. The date entered in this field appears in the lower right corner of the receipt with the employee's initials.



Type the appropriate date or accept today's date. Press NEXT FIELD to continue to the Remitter Name field.

If you enter an invalid date, one of the following messages appears in the message line:

```

ERROR: Invalid Date
Date must be between 1 and last of month
Date format is DD-MON-YY
Not a valid month name
Year must be between 00-99 or 1000-4712
Field must be entered completely
  
```

NOTE:

The cursor skips the Customer fields. Use the PREVIOUS FIELD key to return to these fields as needed from the Remitter Name field.

Customer ID - This field defaults to the first customer of the entered case. Use the PREVIOUS FIELD to return to this field and overwrite the default value as needed. There is no LOV on this field.

WARNING:

The customer must exist in the case displayed. If you attempt to enter an invalid customer for the case, the following message appears in the message line:

ERROR: Invalid Customer ID Number

Name Num (and Customer Name fields) - This field defaults to the first name number entered on the retrieved/established case(s) for the retrieved customer ID. Use the PREVIOUS FIELD key to return to this field and overwrite the retrieved value as needed.

Address Num (and Customer Address fields) - This field defaults to the first address number entered on the retrieved/established case(s) for the retrieved customer ID. Use the PREVIOUS FIELD key to return to this field and overwrite the retrieved value as needed.

Remitter Name - This field contains the name of the person submitting payment documented on this accounting advice receipt. Enter this field only if the remitter is different from the displayed customer name.



Type the remitter name if it is different from the displayed customer name. Press NEXT FIELD to continue to the Remitter Address field.

If you attempt to enter a name greater than the space provided, the last character will keep overwriting itself; or, if you are in the insert mode (identified in the status line of the form), the following message appears in the message line:

Field is full. Can't insert character.

Remitter's Address - These two 30-character lines contain the address of the person making the payment for the receipt, if different from the address displayed in the customer address for the case.



Type the remitter's address if it is different from the displayed customer address. Press NEXT FIELD to continue to the second line of the address. Type the additional line of the address, if appropriate. Press NEXT FIELD to continue to the City field.

City - This optional 20-character field contains the name of the city for the remitter's address.



Type the city associated with the remitter's address, if appropriate. Press NEXT FIELD to continue to the State field.

DE 0099
Or...
LOV ♥

State - This optional two-character field contains the abbreviation for the state in the remitter's address. Data Element 0099 and LOV contain valid state abbreviations.



Type the state associated with the remitter's address, if appropriate. Press NEXT FIELD to continue to the Zip Code field.

If you enter an invalid state abbreviation, the following message appears in the message line:

ERROR: Invalid State Abbreviation

If you do not know the appropriate state abbreviation, press LOV to obtain an on-line list of valid state abbreviations.

LOV ♥

When you access the Geographic State LOV Screen, Figure 4, the cursor appears in the first record of the Adm State field.

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the valid codes.

You may also use the query procedures to query a particular state abbreviation.

DICT109F		BLM Interim LIS	21-MAY-92
		Geographic State (0099)	
Adm	Geo	Name	
ES	AL	ALABAMA	
AK	AK	ALASKA	
AZ	AZ	ARIZONA	
AR	AR	ARKANSAS	
CA	CA	CALIFORNIA	
CO	CO	COLORADO	
CT	CT	CONNECTICUT	
DE	DE	DELAWARE	
DC	DC	DISTRICT OF COLUMBIA	
FL	FL	FLORIDA	

<Show> Keys=KP1 <Exit=Esc X>

v Char Mode: Replace Page 1 Count: 10

Figure 4 - State LOV Screen (DICT109F)

Press **ENTER QUERY**. Type your query parameters in the appropriate fields, using the **NEXT FIELD** key to move the cursor from field to field.

Use the wildcard character, %, as needed to broaden your query; however, using more than one wildcard character in a single field may cause delays in receiving a response from the System.

Press **EXECUTE QUERY** to retrieve all valid state abbreviations which match your query parameters.

Example:

Press **ENTER QUERY**.

Press **NEXT FIELD** to move the cursor into the Name field.

Type **M%** in the Name field.

Press **EXECUTE QUERY**.

The System retrieves all valid states and their associated abbreviations when the name begins with an M.

Press **NEXT FIELD** to retrieve the selected code and return to the State field.

Press **EXIT** to return to the form without retrieving any values.

DE 1656
Or...
LOV ♥

ZIP - This optional nine-character field contains the zip code for the remitter's address. The first three digits of this field are validated against valid zip codes for the entered state. Data Element 1656 and LOV contain valid zip code prefixes, the first three digits only.



Type the ZIP code if appropriate. Press **NEXT FIELD** to continue to the first Accounting Accounting Advice Remarks field on page two.

If you enter an invalid zip code, the following message appears in the message line:

ERROR: Invalid ZIP code for entered state.

If you do not know the appropriate zip code prefix, press LOV to obtain a list of the first three digits of valid zip codes for the entered state.

LOV ♥

When you access the ZIP Code LOV Screen, Figure 5, the cursor appears in the first record of the State field.

State	Zip
FL	995
FL	996
FL	997
FL	998
FL	999
FL	350
FL	351
FL	352
FL	353
FL	354

Figure 5 - ZIP Code LOV Screen (DICT104F)

Only the zip code prefixes for the specified state appear on the LOV screen.

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved codes.

Press NEXT FIELD to retrieve the selected code and return to the ZIP Code field.

Press EXIT to return to the form without retrieving any values.

This page left intentionally blank.

8.5 Accounting Advice - Random Serial Numbers (CASE162F - Page 2)

The second page of the Accounting Advice - Random Serial Numbers Form (CASE162F) continues with the entry of the money and action record for the receipt.

When you access the second page of the Accounting Advice - Random Serial Numbers Form (CASE162F - Page 2) Figure 6 appears with your cursor in the first Accounting Advice Remarks field.

Detailed descriptions of the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field definitions.

CASE162F		BLM Interim LIS				26-MAY-92	
Accounting Advice for Random Serial Numbers - Page 2							
Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix		
	AK	AA		042123			
Remarks							
1				6			
2				7			
3				8			
4							
5							
Serial Number	Act Code	Actn Date	Fund Code	Fund Symbol	Money Type	Money Amount	Asmt P Yr Cd
AKAA 042123							
						Total	.00
<Show Keys=KP1> <Exit=Esc X>							
Char Mode: Replace Page 2				Count: *0			

Figure 6 - Accounting Advice - Random Serial Numbers (CASE162F - Page 2)

NOTE:

The first line of remarks lines up on the printed receipt just above the Filing Fee line where monies appear. There are eight lines of remarks, use your own judgment to determine which line to enter remarks if you want them to line up with a particular money line on the printed receipt. The remarks print single spaced on the receipt.

Remarks (Accounting Advice Remarks) - These optional eight fields (30 characters per field) contain accounting remarks related to the fund codes/symbols appearing on the record or referencing cases related to the receipt.

NOTE:

The last two fields contain a message regarding receipts that continue on more than one page, e.g.,

**List of serial numbers to follow
on subsequent pages**

The additional pages contain case serial numbers entered in the receipt.



Type the remarks as needed in the appropriate lines, up to eight lines printed on the receipt. Press NEXT FIELD to move from one line to the next. When you reach the last (tenth) line of remarks, press NEXT FIELD to continue to the Serial Number field. If you have no remarks to enter, press NEXT BLOCK to continue directly to the Action Code field.

When you are in the **REPLACE** mode noted in the status line on the form, if you continue typing at the end of the line, the characters replace the last character in the line over and over again, typing over the previously typed character. Be sure to press NEXT FIELD to continue to the next line of remarks.

When you are in the **INSERT** mode noted in the status line on the form, if you continue typing at the end of the line, the following message appears in the message line:

Field is full. Can't insert character.

NOTE:

There are no restrictions to the type and format of the information entered in the Accounting Advice Remarks fields.

Serial Number - This 15-character field contains the case serial number associated with an established case and the current accounting advice receipt. The first record contains the serial number entered on page 1. Each case in the BLM's automated systems must have a case serial number. Unlike other serial number fields in the System, this field has no spaces between the five elements. When entering a serial number here, you must provide blank spaces for incomplete fields, e.g., **AKAA__ _042117**.



Press **NEXT FIELD** to accept the first serial number and continue to the Action Code field. Or type the case serial number in the space provided. Press **NEXT FIELD** to continue to the Action Code field. The System does not verify the individual parts of the case serial number but it checks the field as a whole. If you enter an invalid case serial number the following message appears in the message line:

ERROR: Case not found

Re-enter the case serial number or press **CLEAR FIELD** to clear the field and begin the record again.

NOTE:

If you enter a case that does not have the same customer as that entered on the first page of this form, the following message appears in the message line:

ERROR: Serial number not compatible with customer ID.

All cases entered on this form must have at least one customer in common, that customer must appear on page one.

DE 1775/
2960
Or...
LOV ♥



Action Code - This three character field contains an action code associated with a money transaction that is saved to the specified case. Data Element 1775/2960 and LOV contain appropriate action codes for this case type.

Type the action code. Press NEXT FIELD to continue to the Action Date field.

If you enter an invalid action code, the following message appears in the message line:

ERROR: Invalid Action Code for Case Type

NOTE:

You may not enter a refund action code on this form.

If you do not know the appropriate action code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Action Code LOV Screen, Figure 7, the cursor appears in the first record of the Case Type field.

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved values.

You may also query a particular value following the standard System query procedures.

Press ENTER QUERY to clear the fields and place your cursor in the Case Type field. The case type code for the case remains, as the enterable action codes are restricted to the case type of the current case. Use the NEXT FIELD key to move the cursor through the fields.

DICT103F		BLM Interim LIS				16-APR-92	
Case Type/Action Code (2962)							
Case Type	Act	Description	Pend	Status	Form	Screen	
000445	001	CASE ESTABLISHED		02			
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol			
		FFE					
Case Type	Act	Description	Pend	Status	Form	Screen	
000445	060	BONUS BID REFUNDED		02			
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol			
		3NS					
Case Type	Act	Description	Pend	Status	Form	Screen	
000445	065	NON-REFUNDABLE PVMT RECD		02			
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol			
		FFE					
<Show Keys=KPI> <Exit=Esc X>							
LOU							
v Char Mode: Replace Page 1				Count: 3			

Figure 7 - Action Code/Case Type Matrix LOV Screen (DICT103F)

Type your query parameters in one or more fields, using the wildcard character, %, as needed. Be aware that using two or more wildcard characters in a query may cause severe delays in data retrieval.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

Example:

Press **ENTER QUERY**.

Use the **NEXT FIELD** key to move the cursor to the Description field.

Type **P%** in the Description field.

Press **EXECUTE QUERY**.

All action codes for this case type that have a description beginning with **P** appear in the columns.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys.

Press **NEXT FIELD** to accept the current value and return to the Action Code field on the form.

Press **EXIT** to return to the form without retrieving any value.

NOTE:

The Action Date, Fund Code, Fund Symbol, and Money Type fields automatically default to the appropriate codes based upon the entered action if these fields are completed in the case type/action code validation table. Use the PREVIOUS FIELD key to return to these fields to overwrite the displayed code. This is the current functionality of AALRS, however; until the action code/case type matrix is updated, this function may not exist in the form at the present time.

The System automatically completes the Action Date, Fund Code, Fund Symbol, and Money Type fields if appropriate, and the cursor ships to the money amount field. Press PREVIOUS FIELD to return to these fields as needed.

Action Date - This mandatory 11-character field contains the date the identified action took place. This field defaults to the date entered in the Date Received field on page one, using the standard System date format, DD-MON-YYYY. When entering the action date, type the entire date, including zeros and hyphens, to separate the elements. The range of allowable dates is 04-JUL-1776 through 01-JAN-4444. Use Data Element 0066 to obtain appropriate abbreviations for each month.



Type the action date or accept the default date. Press NEXT FIELD to continue to the Find Code field. If you enter the action date using an invalid date format or invalid day, month, or year, one of these messages appears in the message line:

Date format is: DD-MON-YYYY

Date must be between 1 and last of month

Not a valid month name

Year must be 1776-4444

If you enter a non-money action, the System completes the Action Date field and the cursor moves directly into the Assmt Year field. Press PREVIOUS FIELD to return to the Action Date field if needed.

DE 3042
Or...
LOV ♥

Fund Code - This mandatory four-digit field contains a numeric code representing the type of transaction occurring between the BLM and the customer receiving the accounting advice receipt, e.g., 0001 - Filing Fee, 0002 - ROW Rentals. Data Element 3042 and LOV contain valid fund codes.



Type the appropriate fund code. Press NEXT FIELD to continue to the Fund Symbol field.

NOTE:

When you enter a valid fund code, the System automatically completes the Fund Symbol field.

If you enter an invalid fund code, the following message appears in the message line:

ERROR: Invalid Fund Code

If you do not know the appropriate fund code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Fund Code LOV Screen, Figure 8, the cursor appears in the first record of the Code field.



Code	Symbol	Text
0004	141811	MENT/BONUS/LAND LEASES, INCL MINERAL
0005	145003	MINERAL LEASING (PD), INCL PUBLIC
0007	14X6800(950)	UNEARNED ACCOUNT
0008	14X6875(11)	SUSPENSE ACCOUNT
0009	14X6800(910)	DECLINING DEPOSIT ACCT
0010	142419.1	SINO FILING FEES
0011	145896.11	RECEIPT-NATL GRASSLAND (INCL BLM NATL
0012	14X8566	EXP. PUBLIC SURVEY
0013	14X5017.1	R/W COST RECOVERIES
0014	14X5017.2	FEES/CHARGES/DEP/FORF

<Show Keys=KP1> <Exit=Esc X>

Char Mode: Replace Page 1 Count: 10

Figure 8 - Fund LOV Screen (DICT137F)

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved values.

You may also use the standard query procedures.

Press ENTER QUERY. Type your query parameters in one or more fields, using the NEXT FIELD key to move from field to field.

Use the wildcard character, %, with discretion to avoid System delays in retrieving records.

Press **EXECUTE QUERY** to query the System to retrieve records which match your query parameters.

Example:

Press **ENTER QUERY**.

Press **NEXT FIELD** to move the cursor into the Text field.

Type %MINERAL%.

Press **EXECUTE QUERY**.

All fund codes which contain a reference to mineral in the textual description appear on the screen.

Use the **NEXT/PREVIOUS RECORD** keys to locate the appropriate code.

Press **NEXT FIELD** to retrieve the selected code and return to the form.

Press **EXIT** to return to the form without retrieving any value.

NOTE:

If you enter a fund symbol that does not correspond to the displayed fund code, the System overwrites the fund code to match the entered fund symbol. Also, if you enter a new fund code, the System retrieves the corresponding fund symbol automatically.

DE 3042
Or...
LOV ♥

Fund Symbol - This required 16-character field contains a BLM code which reflects the fund accounting symbol associated with the fund code entered for all monies collected by the cashier. Data Element 3042 and LOV contain lists of valid fund symbols. The System automatically completes this field based on the entered action code.



Type the fund symbol or accept the default generated from the fund code. Press **NEXT FIELD** to continue to the Money Type field.

If you enter an invalid fund symbol, the following message appears in the message line:

ERROR: Invalid Fund Symbol

LOV ♥

If you do not know the appropriate fund symbol, press **LOV** to obtain an on-line list of valid codes. Refer to the Fund Code LOV Screen documentation on the previous page for information on the Fund Symbol LOV.

DE 2538
Or...
LOV ♥

Money Type - This optional three-character field contains the abbreviation for the type of money involved in the transaction. This code should be related directly to the action in the record. Data Element 2538 and LOV contain valid money type codes.



Type the money type abbreviation. Press NEXT FIELD to continue to the Money Amount field.

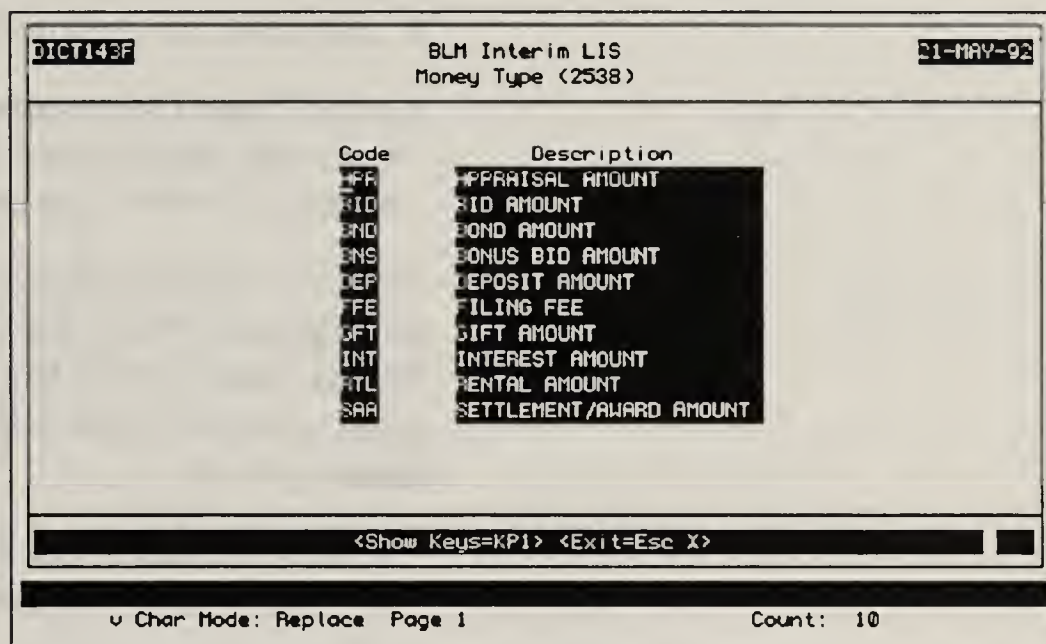
If you enter an invalid money type, the following message appears in the message line:

ERROR: Invalid Money Type

If you do not know the appropriate money type abbreviation, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Money Type LOV Screen, Figure 9, the cursor appears in the first record of the Code field.



Code	Description
APP	APPRAISAL AMOUNT
BID	BID AMOUNT
BND	BOND AMOUNT
BNS	BONUS BID AMOUNT
DEP	DEPOSIT AMOUNT
FFE	FILING FEE
GFT	GIFT AMOUNT
INT	INTEREST AMOUNT
ATL	RENTAL AMOUNT
SAR	SETTLEMENT/AWARD AMOUNT

<Show Keys=KP1> <Exit=Esc X>

u Char Mode: Replace Page 1 Count: 10

Figure 9 - Money Type LOV Screen (DICT143F)

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved values.

Follow the standard query procedures to query a particular code.

Example:

Press ENTER QUERY.

Press NEXT FIELD to move the cursor into the Description field.

Type %INTEREST% in the Description field.

Press EXECUTE QUERY.

The INT code appears in the Code field with INTEREST AMOUNT in the Description field.

Press NEXT FIELD to retrieve the selected code into the Money Type field on the form.

Press EXIT to return to the form without retrieving any value.

Money Amount - This mandatory 14-digit field contains the amount of money received or refunded by the BLM in the transaction reflected in the current money/action record. This field contains nine spaces for a whole number, with separating commas, a decimal place, and two spaces for the cents.



Type the money amount for the current record. Press NEXT FIELD to continue to the next Assmt Year field.

If you enter an invalid character, the following message appears in the message line:

Legal characters are 0-9 - + E.

E identifies an exponential number.

Assmt Year (Assessment Year) - This two-digit field contains the last two digits of the year in which assessment work was performed for the case's claim.



Type the assessment year, e.g., 91, 79, 93, etc..., if appropriate. Press NEXT FIELD to continue to the Parcel Code field of the case in a Native Allotment case type; otherwise, the following message appears in the message line:

Press COMMIT to save, NEXT FIELD to continue entering fields



Press NEXT FIELD or NEXT RECORD to move into the next action record in the Serial Number field.

Press CREATE RECORD to create a blank action record below the current record.

Parcel Code - This single-character field, accessed only by native allotment case type cases, contains the parcel identifies for which land in the case is affected by the current action.

Type the parcel code, if applicable.

Continue to enter as many money transactions as needed for this receipt by following the entry instructions for this page.

Only three records are visible at a time; however, the block scrolls as you move the cursor down.



Press COMMIT to save the money/action transactions recorded for this receipt to the case(s) specified.

When you press COMMIT, the following message appears in the message line and the cursor moves into the Print field on page three:

**Transaction completed - 4 records
processed**

Total - This field contains the running total for one case. For example, the total for three action records is \$50 per case, \$50 appears in this field. As you enter additional records, this field adjusts accordingly to reflect the amount of money received for one case.

This page intentionally left blank.

8.5 Accounting Advice - Random Serial Numbers (CASE162F - Page 3)

The third page of the Accounting Advice - Random Serial Numbers Form (CASE162F) continues with the option to print the receipt generated or simply exit the form.

When you access the third page of the Accounting Advice - Random Serial Numbers Form (CASE162F - Page 3) Figure 10 appears with your cursor in the Print field and the following message in the message line:

Transaction completed -- 4 records processed

The number of records corresponds with the number of actions entered on the receipt, plus one record for the case information entered on page one and the remarks on page two for each case entered.

Detailed descriptions of the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field definitions.

CASE162F

BLM Interim LIS

26-MAY-92

Accounting Advice for Random Serial Numbers

Case Serial Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix
	AK	RA		043123	

Actn Acct Adv0000684

Do you want to print an accounting advice report? Y

Destination

<Show Keys=KP1> <Exit=Esc X>

Transaction completed -- 3 records processed.

Char Mode: ReplacePage 5Count: *0

Figure 10 - Accounting Advice - Random Serial Numbers Form (CASE162F - Page 3)

Print - This field allows you to specify whether you want to print the receipt information generated from the entered accounting advice information.



Accept the default **Y** or type **N** and press **NEXT FIELD**.

If you accept the default **Y**, the cursor continues to the **Destination** field. If you enter **N** and press **NEXT FIELD** the System exits the form and returns to the last accessed menu.

If you enter an invalid character or press an invalid function key, the following message appears in the message line:

Enter Y to guarantee a printed report;
otherwise enter an N

or

ERROR: Invalid answers—
Please enter Y or N

LOV ♥

Destination - This field contains a default code to your local receipt printer. **LOV** contains additional printer codes as well.



Accept the default printer code, type a different printer ID, or press **LOV** for a list of valid printer codes.

If you enter an invalid printer code, the following message appears in the message line:

ERROR: Invalid Printer ID



Press **NEXT FIELD** to print the receipt. The following message appears in the message line:

RECEIPT request 169 added to queue,
1 records
Press any function key to acknowledge
message

The request number identifies the number in the System of the receipt requested, and notes that this request is in the print queue.

When you press a function key to acknowledge this message, the cursor returns to the last accessed menu.



Press **EXIT** to exit the form and return to the last accessed menu.

8.6 Transaction Transfers (CASE163F - Page 1)

This form allows you to distribute money information related to one case serial number, or no case, within an accounting advice receipt. This form allows you to change the action, fund code and fund symbol associated with monies received on a case. When using this form, you must reallocate all monies within a given action record to keep the money information balanced within the case, even if this requires reentering the same action less the money allocated to other money actions.

When you access the first page of the Transaction Transfers Form (CASE163F - Page 1) Figure 1 appears with your cursor in the Geo State field of the case serial number.

Detailed descriptions of the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field definitions.

CASE163F		BLM Interim LIS				01-APR-93	
Transaction Transfers - Page 1							
Geo State	Land Ofc	Prefix	Ser Num	Suffix	Or	Acct Adv Num	
						0001052	
Serial Number		Acct Adv Num	Actn Num	Actn Code	Money Amount	Fund Code	Fund Symbol Code
==>AKAA 075259		0001052	002	072	10,000.00	0340	142419.1
<Show Keys=KP1> <Exit=Esc X>							
Char Mode: Replace Page 1				Count: *1			

Figure 1 - Transaction Transfers (CASE163F - Page 1)

NOTE:

You may enter either a case serial number or an accounting advice number. If you enter a specific case serial number, the System retrieves all valid accounting advice action records for the case. If you enter an accounting advice number, the System retrieves all cases and action records associated with the accounting advice receipt. In addition, you can enter an accounting advice number for a receipt that is not related to any cases and reallocate the monies to specific cases.

Case Ser Num (Case Serial Number) - This group of fields includes the Geo State, Land Ofc, Prefix, Ser Num and Suffix fields. Each land, mineral and mining claim case must have a unique case serial number within the automated systems of the BLM.

Example:

W Y W _ _ _ _ 6 0 0 4 7 8 _ _

A K F F _ _ _ 0 4 3 7 8 4 _ _

M T B L M A 0 0 2 4 7 6 3 _ _

Where the _ denotes a blank space in the case serial number.



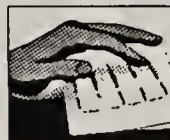
Type the geographic state case for which you want to create an accounting advice receipt. Press NEXT FIELD to continue to the Land Office field.

If you enter an invalid geographic state abbreviation, the following message appears in the message line:

ERROR: Invalid Geo State

LOV ♥

Press LOV to obtain an on-line list of valid geographic state abbreviations.



Type the land office code. Press NEXT FIELD to continue to the Prefix field.

If you enter an invalid land office code, the following message appears in the message line:

ERROR: Invalid Land Office

LOV ♥

Press LOV to obtain an on-line list of valid land office codes for the entered geographic state.

NOTE:

Only certain land and mineral case types prior to 1966 use the Prefix field.



Type the prefix if appropriate. Press NEXT FIELD to continue to the Suffix field.

Type the serial number. Press NEXT FIELD to continue to the Suffix field.



Type the suffix if applicable. Press NEXT FIELD to continue to the Serial Number field of the case(s) retrieved in the case serial number.

NOTE:

If you do not enter a case serial number, you must enter an accounting advice receipt number.

Acct Adv Num (Accounting Advice Number) - This seven-digit field contains the number associated with an existing accounting advice receipt generated through the BLM's automated records system.



Type the accounting advice number, if you did not enter a case serial number. Press NEXT FIELD to continue to the Serial Number field of the second block and retrieve all money records associated with the entered accounting advice number.

If you do not enter a valid case serial number or accounting advice number, the following message appears in the message line and the cursor continues to the Serial Number field in the second block:

Query caused no records to be retrieved.

When you enter a valid case serial number or accounting advice number with associated money actions, the cursor continues to the Serial Number field in the second block.

NOTE:

The fields displaying the accounting advice information on this page are not accessible for update.

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieve accounting advice records.



Press NEXT FIELD to select the record you want to redistribute and continue to page two.

Serial Number - This 15-character field contains the case serial number associated with an established case and the current accounting advice record.

Acct Adv Num (Accounting Advice Number) - This seven-digit field contains the number associated with an existing accounting advice receipt generated through the BLM's automated records system, either to the case serial number or the accounting advice number entered in the first block.

Act Num (Action Number) - This three digit field contains the number sequentially associated with the money action record retrieved for a specific case. This field contains zeros if there is no case serial number associated with the accounting advice record.

DE 1775/
2960
Or...
LOV ♥

Action Code - This three character field contains an action code associated with a money transaction that is saved to a specific case. Data Element 1775/2960 contains valid action codes for this case type.

Money Amount - This 14-digit field contains the amount of money received or refunded by the BLM in the transaction reflected in the current money/action record.

DE 3042
Or...
LOV ♥

Fund Code - This four-digit field contains a numeric code representing the type of transaction occurring between the BLM and the customer receiving the accounting advice receipt, e.g., 0001 - Filing Fee, 0002 - ROW Rentals. Data Element 3042 contains valid fund codes and descriptions.

DE 3042

or...

LOV ♥

Fund Symbol - This 16-character field contains a BLM code which reflects the fund accounting symbol associated with the fund code entered for all monies collected by the cashier. Data Element 3042 lists valid fund symbols with descriptions.

This page intentionally left blank.

8.6 Transaction Transfers (CASE163F - Page 2)

This page allows you to distribute money information related to the money action record selected on page one. This page allows you to change the action, fund code and fund symbol associated with monies received on a case. When using this form, you must reallocate all monies within a given action record to keep the money information balanced within the case, even if this requires reentering the same action less the money allocated to other money actions.

When you access the second page of the Transaction Transfers Form (CASE163F - Page 2) Figure 2 appears with your cursor in the first of ten Accounting Advice Remarks fields..

Detailed descriptions of the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field definitions.

CASE163F		BLM Interim LIS				01-APR-93	
Transaction Transfers - Page 2							
Serial Number	Acct Adv Num	Actn Num	Actn Code	Money Amount	Fund Code	Fund Symbol Code	
AKAA 075259	0001052	002	072	10,000.00	0340	142419.1	
Remarks 1				6			
2				7			
3				8			
4				9			
5				10			
Serial Number	Date	Actn Code	Fund Code	Fund Symbol Code	Money Amount		
AKAA 075259	01-APR-1993						
					Total	.00	
<Show Keys=KP1> <Exit=Esc X>							
Char Mode: Replace Page 2				Count: *1			

Figure 2 - Transaction Transfers (CASE163F - Page 2)

NOTE:

The first line of remarks lines up on the printed receipt just above the Filing Fee line where monies appear. There are eight lines of remarks, use your own judgment to determine which line to enter remarks if you want them to line up with a particular money line on the printed receipt. The remarks print single spaced on the receipt.

Existing accounting advice remarks for the selected accounting advice records appear in the Remarks field(s). You may add to, change or delete these remarks.

Remarks (Accounting Advice Remarks) - These ten fields (30 characters per field) contain accounting remarks related to the fund codes/symbols appearing on the record, referencing cases related to the receipt, or any other pertinent accounting advice information.



Type the remarks as needed in the appropriate lines. Press NEXT FIELD to move from one line to the next. When you reach the last (tenth) line of remarks, press NEXT FIELD to continue to the Action Code field. If you have no remarks to enter, press NEXT BLOCK to continue directly to the Action Code field.

When you are in the **REPLACE** mode noted in the status line on the form, if you continue typing at the end of the line, the characters replace the last character in the line over and over again, typing over the previously typed character. Be sure to press NEXT FIELD to continue to the next line of remarks.

When you are in the **INSERT** mode noted in the status line on the form, if you continue typing at the end of the line, the following message appears in the message line:

Field is full. Can't insert character.

NOTE:

Press PREVIOUS FIELD to access the Serial Number field from the Action Code field. In general use, the cursor skips the Serial Number field, assuming that you want to reallocate the monies involved in the record within the same case.

Serial Number - This 15-character field contains the case serial number associated with an established case and the current accounting advice record. The first record contains the serial number entered on page 1. Each case in the BLM's automated systems must have a case serial number. Unlike other serial number fields in the System, this field has no spaces between the five elements. When entering a serial number here, you must provide blank spaces for incomplete fields, e.g., **AKAA__ 042117**.



Press NEXT FIELD to accept the first serial number and continue to the Action Code field. Or type the case serial number in the space provided. Press NEXT FIELD to continue to the Action Code field.

The System does not verify the individual parts of the case serial number but it checks the field as a whole. If you enter an invalid case serial number the following message appears in the message line:

ERROR: Case not found

Re-enter the case serial number or press CLEAR FIELD to clear the field and begin the record again.

The System skips the Action Date field which defaults to the current date. The user has no access to this field.

Action Date - This 11-character field contains the date the identified action took place. This field defaults to today's date, using the standard System date format, DD-MON-YYYY. The range of allowable dates is 04-JUL-1776 through 01-JAN-4444.

**DE 1775/
2960
Or...
LOV ♥**

Action Code - This three character field contains an action code associated with a money transaction that is saved to the specified case. Data Element 1775/2960 and LOV contain appropriate action codes for this case type.



Type the action code. Press NEXT FIELD to continue to the Money Amount field.

If you enter an invalid action code, the following message appears in the message line:

ERROR: Not a valid money type action

If you do not know the appropriate action code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Action Code LOV Screen, Figure 3, the cursor appears in the first record of the Case Type field.

Case Type	Act	Description	Pend	Status	Form	Screen
000445	001	CASE ESTABLISHED		02		
000445	060	BONUS BID REFUNDED		02		
000445	065	NON-REFUNDABLE PYMT RECD		02		

<Show Keys=KP1> <Exit=Esc X> LOV

Figure 3 - Action Code/Case Type Matrix LOV Screen (DICT103F)

Use the NEXT/PREVIOUS RECORD and NEXT/PREVIOUS SET keys to scroll through the retrieved values.

You may also query a particular value following the standard System query procedures.

Press ENTER QUERY to clear the fields and place your cursor in the Case Type field. The case type code for the case remains, as the enterable action codes are restricted to the case type of the current case. Use the NEXT FIELD key to move the cursor through the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press EXECUTE QUERY to retrieve data that match your query parameters.

Example:

Press ENTER QUERY.

Use the NEXT FIELD key to move the cursor to the Description field.

Type P% in the Description field.

Press EXECUTE QUERY.

All action codes for this case type that have a description beginning with P appear in the columns.

Locate the desired value using the NEXT/PREVIOUS RECORD keys.

Press NEXT FIELD to retrieve the selected code.

Press EXIT to return to the form without retrieving any value.

NOTE:

The Action Date, Fund Code and Fund Symbol fields automatically default to the appropriate codes based upon the entered action if these fields are completed in the case type/action code validation table. Use the PREVIOUS FIELD key to return to these fields to overwrite the displayed code. This is the current functionality of AALRS, however; until the action code/case type matrix is updated, this function may not exist in the form at the present time.

The System automatically completes the Fund Code and Fund Symbol fields if appropriate, and the cursor skips to the Money Amount field. Press PREVIOUS FIELD to return to these fields as needed.

DE 3042
or...
LOV ♥

Fund Code - This four-digit field contains a numeric code representing the type of transaction occurring between the BLM and the customer receiving the accounting advice receipt, e.g., 0001 - **Filing Fee**, 0002 - **ROW Rentals**. Data Element 3042 and LOV contain valid fund codes.



Type the appropriate fund code. Press NEXT FIELD to continue to the Fund Symbol field.

NOTE:

When you enter a valid fund code, the System automatically completes the Fund Symbol field.

If you enter an invalid fund code, the following message appears in the message line:

ERROR: Invalid Fund Code

If you do not know the appropriate fund code, press LOV to obtain an on-line list of valid codes.

LOV ♥

When you access the Fund Code LOV Screen, Figure 4, the cursor appears in the first record of the Code field.

The screenshot shows a terminal window titled "DICT137F" with a date of "21-MAY-92" in the top right corner. The main content area displays a list of fund codes and their descriptions. The list is organized into three columns: "Code", "Symbol", and "Text". The first record is highlighted with a cursor in the "Code" field.

Code	Symbol	Text
0004	141811	MENT/BONUS/LAND LEASES, INCL MINERAL
0005	145003	MINERAL LEASING (PD), INCL PUBLIC
0007	14X6800(950)	UNEARNED ACCOUNT
0008	14X6875(11)	SUSPENSE ACCOUNT
0009	14X6800(910)	DECLINING DEPOSIT ACCT
0010	142419.1	SIMO FILING FEES
0011	145896.11	RECEIPT-NATL GRASSLAND (INCL BLM NATL
0012	14X8566	EXP. PUBLIC SURVEY
0013	14X5017.1	R/W COST RECOVERIES
0014	14X5017.2	FEES/CHARGES/DEP/FOF

Below the list, there is a status bar with the text "<Show Keys=KP1> <Exit=Esc X>". At the bottom of the screen, there is a footer with the text "v Char Mode: Replace Page 1" and "Count: 10".

Figure 4 - Fund LOV Screen (DICT137F)

Use the *NEXT/PREVIOUS RECORD* and *NEXT/PREVIOUS SET* keys to scroll through the retrieved values.

You may also use the standard query procedures.

Press *ENTER QUERY*. Type your query parameters in one or more fields, using the *NEXT FIELD* key to move from field to field.

Press *EXECUTE QUERY* to query the System to retrieve records which match your query parameters.

Example:

Press *ENTER QUERY*.

Press *NEXT FIELD* to move the cursor into the Text field.

Type *%MINERAL%*.

Press *EXECUTE QUERY*.

All fund codes which contain a reference to mineral in the textual description appear on the screen.

Use the *NEXT/PREVIOUS RECORD* keys to locate the appropriate code.

Press *NEXT FIELD* to retrieve the selected code.

Press *EXIT* to return to the form without retrieving any value.

NOTE:

If you enter a fund symbol that does not correspond to the displayed fund code, the System overwrites the fund code to match the entered fund symbol. Also, if you enter a new fund code, the System retrieves the corresponding fund symbol automatically.

DE 3042

Or...
LOV ♥

Fund Symbol - This required 16-character field contains a BLM code which reflects the fund accounting symbol associated with the fund code entered for all monies collected by the cashier. Data Element 3042 and LOV contain lists of valid fund symbols. The System automatically completes this field based on the entered action code.



Type the fund symbol or accept the default generated from the fund code. Press NEXT FIELD to continue to the Money Amount field.

If you enter an invalid fund symbol, the following message appears in the message line:

ERROR: Invalid Fund Symbol
Press any function key to acknowledge message.

ERROR: Mandatory field has not been entered

LOV ♥

If you do not know the appropriate fund symbol, press LOV to obtain an on-line list of valid codes. Refer to the Fund Code LOV Screen documentation on the previous page for information on the Fund Symbol LOV.

Money Amount - This mandatory 14-digit field contains the amount of money received, refunded or reallocated by the BLM in the transaction reflected in the current money/action record. This field contains nine spaces for a whole number, with separating commas, a decimal place, and two spaces for the cents.



Type the money amount for the current record. Press NEXT FIELD to continue to the next record.

If you enter an invalid character, the following message appears in the message line:

Legal characters are 0-9 - + E.

E identifies an exponential number.

When you press NEXT FIELD on a valid money amount, the following message appears in the message line:

**Press COMMIT to save, NEXT FIELD
to continue entering fields**



Press NEXT FIELD or NEXT RECORD to move into the next action record in the Serial Number field.

Press CREATE RECORD to create a blank action record below the current record.

Continue to enter as many money transactions as needed for this transaction by following the entry instructions for this page.

NOTE:

You must reallocate all of the funds displayed in the action record across the top of the page, e.g., if \$1,000.00 appears in the Money Amount field at the top of the page, the funds distributed in the entered action records must equal \$1,000 as well. However, if you have any refunded records, the total displayed at the bottom of the page will not reflect the total allocated, e.g., if you have \$500.00 to redistribute, you refund \$100 (which appears as -100), and maintain \$400, the total appears as \$300 ($-100 + 400 = 300$).

Only three records are visible at a time; however, the block scrolls as you move the cursor down.



Press COMMIT to save the money/action transfer transactions as identified.

WARNING:

The original money amount received for the record selected on page one must be entirely reallocated, even if you enter an action record identical to the original record less the money amount distributed to other actions.

If you do not properly reallocate the monies, the following message appears in the message line when you attempt to commit:

**ERROR: Funds have not been
completely allocated**

When you press COMMIT, the following message appears in the message line and the cursor moves into the Print field on page three:

**Transaction completed - 4 records
processed**

This page intentionally left blank.

8.6 Transaction Transfers (CASE163F - Page 3)

The third page of the Transaction Transfers Form (CASE163F) continues with the option to print a report of the transferred funds or simply exit the form.

When you access the third page of the Transaction Transfers Form (CASE163F - Page 3) Figure 5 appears with your cursor in the Print field and the following message in the message line:

Transaction completed --
4 Records Processed

Detailed descriptions of the fields on this page precede the entry instructions for each field. The *Interim System Reference Guide* contains additional field definitions.

Print - This field allows you to specify whether you want to print the report information of the transactions made for this action record.

CASE163F		BLM Interim LIS			21-JUL-92	
Accounting Advice for Random Serial Numbers						
Case Serial Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix	
	AK	AA		047855		
Accounting Advice Number 0000699						
Do you want to print an accounting advice report? Y						
Destination						
<Show Keys=KP1> <Exit=Esc X>						
Enter 'Y' to generate a printed report; otherwise enter an 'N'.						
Char Mode: Replace			Page 5		Count: *0	

Figure 5- Transaction Transfers Form (CASE163F - Page 3)

When you access this field, the following message appears in the message line:

Enter Y to generate a printed report;
otherwise enter an N



Accept the default Y or type N and press NEXT FIELD.

If you accept the default Y, the cursor continues to the Destination field. If you enter N and press NEXT FIELD the System exits the form and returns to the last accessed menu.

If you enter an invalid character or press an invalid function key, the following message appears in the message line:

ERROR: Invalid answer -
Please enter Y or N

LOV ♥

Destination - This field contains a default code to your local receipt printer. LOV contains additional printer codes as well.



Accept the default printer code, type a different printer ID, or press LOV for a list of valid printer codes.

If you enter an invalid printer code, the following message appears in the message line:

ERROR: Invalid Printer ID



Press NEXT FIELD to print the report. The following message appears in the message line:

JOBID #00512 is in the NORMAL queue
Press any function key to acknowledge
message

The JOBID number identifies the job in the System and notes that this request is in the print queue.

When you press a function key to acknowledge this message, the cursor returns to the Serial Number field on page one.



Press EXIT to exit the form and return to the last accessed menu.

8.7 Accounting Advice Reports Menu

Accounting advice reports generate various outputs of the money/action and accounting advice transaction information stored in the Accounting Advice table.

When you select the Accounting Advice Reports Menu option from the Accounting Advice Processing Menu, the menu illustrated in Figure 1, appears with your cursor in the Option Number field.

JTIL505F	BLM Interim LIS	01-APR-93
Accounting Advice Reports Menu		
<div style="border: 1px solid black; padding: 5px;"><div style="display: flex; align-items: flex-start;"><div style="width: 30px; text-align: right; padding-right: 10px;">-></div><div><div>1.Accounting Advice List</div><div>2.Monthly Accounting Advice Summary</div><div>3.Money by Date/Period</div><div>4.Daily Accounting Advice Transfer Report</div><div>5.Accounting Advice Summary Report</div><div>6.Accounting Advice Processing Menu</div></div></div></div>		
Option Number: <input type="text"/>		QXFER: <input type="text"/>
<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>		
Char Mode: Replace Page 1		
Count: *0		

Figure 1 Accounting Advice Reports Menu

There are five accounting advice report options, including:

Option 1 - Accounting Advice List Report

(CASE299F) produces an 80-column list of receipts within a specified date range or accounting advice number range, including: receipt number, customer, serial number, remarks, fund symbol code, money amount, and total monies received for the specified period, amount voided and amount refunded.

Option 2 - Monthly Accounting Advice Summary

(CASE300F) produces an 80-column report listing the following information for a specified month: beginning and ending accounting advice numbers, fund symbol, money amount for each fund symbol, number of accounting advices within each fund symbol, separated by office code, including totals for each office, and a grand total for the month.

Option 3 - Money by Date/Period (CASE309F)

produces an 80-column report listing the fund symbol and money amount for each receipt generated within each office for a specified time period. This report also lists the total monies received, number of receipts generated and number of receipts voided for each office. In addition, a grand total of receipts generated and money received prints at the end of each report.

Option 4 - Daily Accounting Advice Transfer

(CASE351F) produces an 80-column report using the CASE163R output (i.e., the same report that is generated from CASE163F) of the transactions transferred from one money action record to one or more records on a specified date. This report contains the following information: transferred from and transferred to information on each record redistributed, displaying the accounting advice number, case serial number, action number, action date, action code and description, fund code and symbol and money amount.

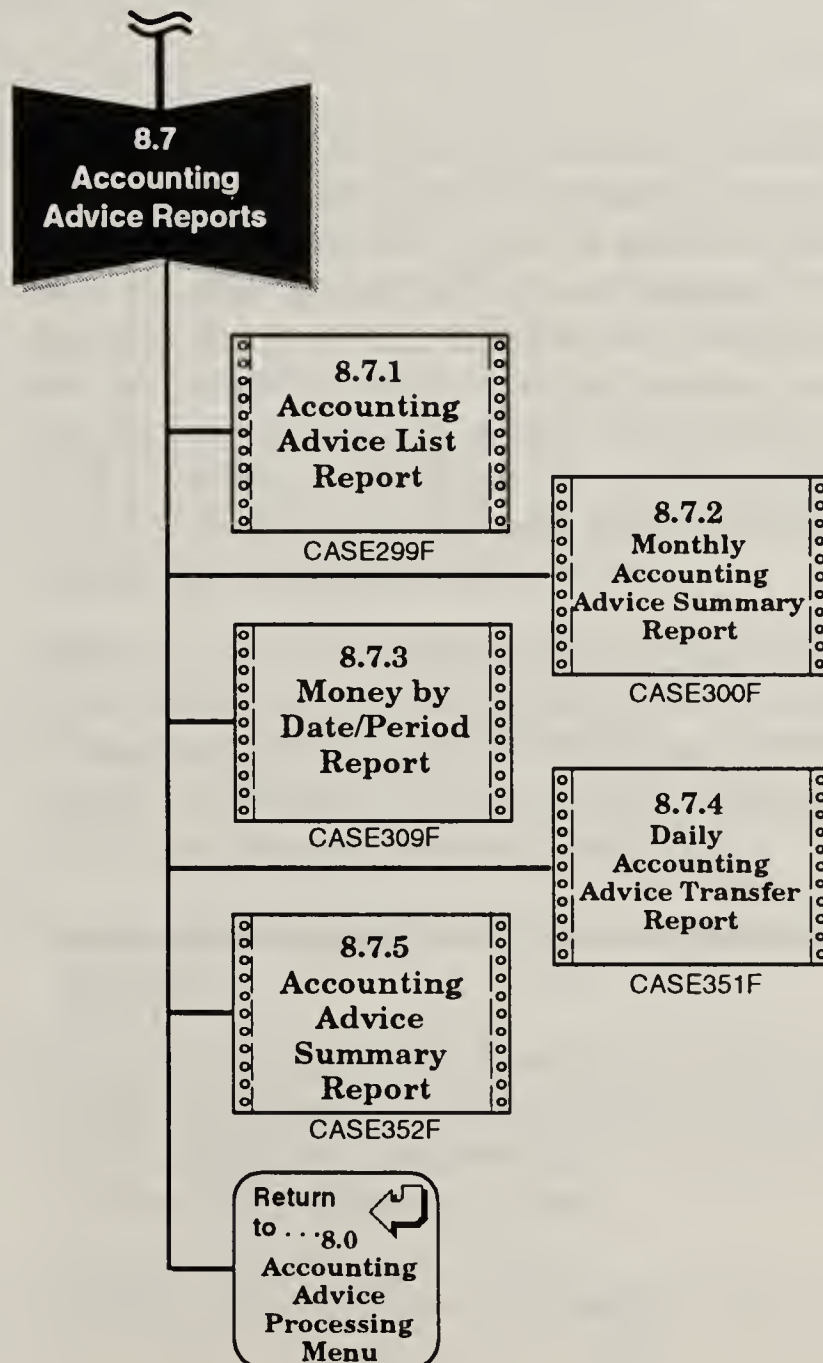
Option 5 - Accounting Advice Summary Report

(CASE352F) produces an 80-column report of the transactions completed for a specified accounting advice number or range of accounting advice numbers.

This report separates each case serial number within the accounting advice number, providing the following information for each case serial number: action number, action date, action code and description, fund code and symbol, and money amount.



To access the options available within the Accounting Advice Reports Menu, use the NEXT/PREVIOUS RECORD keys to move the cursor vertically through the menu options, type the option number in the Option Number field below the menu, or use the QXFER field and type the Program Name, e.g., Accounting Advice Summary Report (CASE352F) where CASE352F is the Program Name. Press NEXT FIELD to execute your choice.



If you choose to use the QXFER field, follow the instructions in the message line of the menu to move your cursor into the QXFER field.

Make your selection to continue with your Report Processing entries.

8.7.1 Accounting Advice List Report (CASE299F)

CASE299R		BUREAU OF LAND MANAGEMENT - INTERIM LIS			
ADM-STATE: AK		ACCOUNTING ADVICE LIST			
RECEIPT#	CUSTOMER	SERIAL #\RMKS	FUND SYMBOL CODE		AMOUNT
0000670		AA084983	14X5017.2	\$	159.99
0000671		AA093717	14X5017.2	\$	234.00
0000672		AA073862	141811	\$	726.00
0000673		AA091173	141811	\$	1099.00
0000674		AA007986	145003	\$	2901.00
0000675		AA009732	14X6800(950)	\$	100.00
0000676		AA072154	14X6800(950)	\$	160.00
0000677			14X6800(950)	\$	40.00
0000678		AA097321	141811	\$	513282.00
0000679		AA003246	142419.1	\$	220.00
0000680			14X6800(950)	\$	132.00
MONIES RECEIVED=\$		515426.99	VOIDED=\$	0.00	REFUNDED=\$ 0.00

The Accounting Advice List Report (CASE299F) produces an 80-column list of accounting advice receipt information generated during a specified date range or for a range of accounting advice numbers. This report contains the following information: accounting advice receipt number, customer, serial number, remarks, fund symbol code and money amount for each accounting advice number. In addition, the total monies received for the period, any voided and refunded money amounts appear at the bottom of the report.

When you select the Accounting Advice List Report option from the Accounting Advice Reports Menu, the Accounting Advice List Report Form (CASE299F) appears as shown in Figure 1, with your cursor in the Accounting Advice Number Range field.

NOTE:

You must enter either the accounting advice number range or the date range. If you attempt to bypass both range fields, the following message appears in the message line:

ERROR: Must enter selection criteria

CASE299F	BLM Interim LIS Accounting Advices - Selection Criteria	14-JUL-92
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px; text-align: left;"> Acct Adv Num Rng <div style="background-color: black; width: 100px; height: 1.2em; margin-bottom: 5px;"></div> To <div style="background-color: black; width: 100px; height: 1.2em; margin-bottom: 5px;"></div> </div> <div style="font-size: 1.5em;">--or--</div> <div style="border: 1px solid black; padding: 5px; text-align: left;"> Date Rng <div style="background-color: black; width: 100px; height: 1.2em; margin-bottom: 5px;"></div> To 14-JUL-1992 </div> </div>		
Destination P PR0 Queue Type N		
<Show Keys=KP1> <Parameters Complete=KP0> <Exit=Esc X>		
Char Mode: Replace Page 1 Count: *0		

Figure 1 Accounting Advice List Report Form - (CASE299F)

Acct Adv Num Rng (Accounting Advice Number Range) - These two fields allow entry of a single accounting advice number or consecutive range of accounting advice numbers to generate a list of funds received for each accounting advice number in the range.



Type the lowest accounting advice number in the desired range. Press NEXT FIELD to continue to the second field.

Type the highest accounting advice number in the desired range. Press NEXT FIELD to continue to the Destination field.

Date Range - These date fields contain a date range of one or more days. Understand that the greater the range the larger the report. Use the standard System date format, DD-MON-YYYY, to enter the dates.



Type the first (earliest) date in the range. Press NEXT FIELD to continue to the second field.



Type the last date in the range. Press NEXT FIELD to continue to the Destination field.

If you enter an invalid date, one of the following messages appears in the message line:

ERROR: Invalid date
Date format is DD-MON-YYYY
Day must be between 1 and last of month
Not a valid month name
Year must be 00-99 or 1000-4712

Destination - This mandatory two-part field contains the output type identifier, a single-character field which identifies the type of output: **P** for Printer, **F** for File or **S** for Screen Display; and, the printer identifier, a ten-character field which specifies the printer if you choose **P** - printer as your destination.

When you access the first part of the Destination field, the following message appears in the message line:

Enter destination type of (P)rinter,
(F)ile or (S)creen



Type **P** to print the report to a printer in hardcopy format. Press NEXT FIELD to continue to the second portion of the Destination field.

Type **F** in the Destination field to print the report to a file for printing at a later time. Press NEXT FIELD to continue to the Queue Type field.

Type **S** in the Destination field to generate a screen display of the report output on-line.

If you enter a value other than **P**, **F** or **S** in the destination field, the following message appears in the message line:

ERROR: Enter F for File, P for
Printer, or S for Screen

If you selected the screen display (**S**), press the **Q** and **NEXT FIELD** keys simultaneously to exit the report at any time.



Type the printer ID in the second part of the Destination field. Press NEXT FIELD to continue to the Queue Type field.

If you enter an invalid printer identification code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the correct printer ID, press LOV to obtain an on-line list of valid printer codes.

LOV ♥

When you access the Printer ID LOV Screen, Figure 2, from the Destination field, all valid printer IDs appear with your cursor in the Printer ID field.

Printer ID	Width	Description
DIRP	132	BLDG 50 HOTLINE AREA
NARROW	30	NARROW PRINTER FOR TEST
PRO	132	BLDG 53 HIGH SPEED PRINTER

<Show Keys=KPI> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *3

Figure 2 Printer ID LOV Screen (DICT147F)

Use the NEXT/PREVIOUS RECORD keys and the NEXT/PREVIOUS SET keys to scroll through the valid printer ID codes displayed on the LOV screen.

You may also query a particular value following the ENTER / EXECUTE QUERY procedures.

Press ENTER QUERY to clear the fields and place your cursor in the first record of the Printer ID field. Use the NEXT FIELD key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press EXECUTE QUERY to retrieve data that match your query parameters.

Locate the desired value using the NEXT/PREVIOUS RECORD keys, moving the cursor vertically through the values.

Press NEXT FIELD to retrieve the current value.

Press EXIT to exit the LOV screen without retrieving any of the displayed values.

Queue Type - This single-character field specifies whether the report prints immediately or after business hours and its priority within the System. This field defaults to N, to print after hours.

When you access the Queue Type field, one of the following messages appears in the message line:

Enter E to submit report on
Express queue, N for Nite queue

or

Enter N to submit report.
Express queue unavailable.

Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered.

NOTE:

Your Database Administrator identifies which reports require printing after hours and which may print to local printers. If you have questions concerning this report, contact your Database Administrator.



Type E or N to select a queue. Press COMMIT to queue the report.

If you enter an invalid queue type, the following message appears in the message line:

ERROR: Invalid answer - Please enter N or E

If you press a key other than COMMIT, the following message appears in the message line:

Press COMMIT to submit report
or EXIT to exit

When the System queues your report request, the following message appears in the message line:

Submitting report on batch queue,
please wait...

When your report is in the queue, a message similar to the following examples appears in the message line:

Example:

JOBID #10732 is in the EXPRS queue

or

JOBID #10731 is in the NITE2 queue

EXPRS and NITE2 identify the queue in which the report is located for processing. The JOBID provides the identification number of the batch job submitting your report to the queue.

If you selected F for file as your report output type, the System generates the report to a file using the batch procedure. However, you must spool the file created to obtain a hardcopy.

NOTE:

The generated report file, e.g.,
CASE299R.095608.RPT, resides in your originating directory on the Prime, outside the Oracle environment.

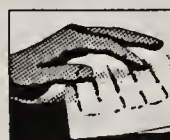


To print or edit this file, you must return to the Primos environment.

Please check with your office procedures for printing report files.

When your report is through the batch queue after printing, a message similar to the following appears on the screen:

```
***BATCH_SERVICE (user 218 on ZEUS)
at 13:55
Job CASE299R.135356.CPL for LKOHR
(#10732) completed
```



Press REDISPLAY PAGE to clear the message and return to the form.

NOTE:

This message may not appear while you are in the report form. However, neither the message nor pressing REDISPLAY PAGE interrupts your processes.



You may now enter criteria for another report or press EXIT to exit the form and return to the last accessed menu.

NOTE:

To delete a report from the System once you send it to a printer or a file, you must contact your Database Administrator or Supervisor to assist in locating the file or batch job and performing a Prime logout or file deletion.

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8.7.2 Monthly Accounting Advice Summary Report (CASE300F)

CASE300R		BUREAU OF LAND MANAGEMENT - INTERIM LIS	
ADM-STATE:	AK	MONTHLY ACCOUNTING ADVICE SUMMARY	
DATE : DEC 1992			
BEGINNING ACCOUNTING ADVICE NUMBER: 0001103			
ENDING ACCOUNTING ADVICE NUMBER: 0001132			
OFFICE	FUND SYMBOL	MONEY AMOUNT	NUMBER ACCOUNTING ADVICES
310T	14X6875(11)	\$ 28,934.00	1
310T	TOTAL	\$ 28,934.00	1
344	14X1109	\$ 60.00	6
344	TOTAL	\$ 60.00	6
344C	14X1109	\$ 210.00	21
344C	TOTAL	\$ 210.00	21
	141811	\$ 50.00	1
	142419.1	\$ 28.00	1
	145003	\$ 70,110.50	17
	14X1109	\$ 6,393.00	41
	14X6875(11)	\$ 502,268.00	4
	TOTAL	\$ 578,849.50	64
***	GRAND_TOTAL	\$ 608,053.50	92
VOID ACCOUNTING ADVICES:			
OFFICE	FUND SYMBOL	MONEY AMOUNT	NUMBER ACCOUNTING ADVICES
***	TOTAL VOIDS	\$.00	0
*** END of CASE300R ***			

The Monthly Accounting Advice Summary Report (CASE300F) produces an 80-column list by office for accounting advice receipts generated for each fund symbol during the specified month. This report contains the following information: beginning and ending accounting advice numbers (for the specified month), fund symbol, money amount, number of accounting advices (for each fund symbol in each office), office code, total receipts for each office, total money amount for each office, grand total (money amount and number of receipts).

Year - This four-digit field contains the year in which you want to generate this report for the specified month.



Type the four digit year. Press NEXT FIELD to continue to the Destination field.

If you enter an invalid year, one of the following messages appears in the message line:

Must be in range 1000 to 4444
Field must be entered completely
Legal characters are 0-9 + and -

Destination - This mandatory two-part field contains the output type identifier, a single-character field which identifies the type of output: **P** for Printer, **F** for File or **S** for Screen Display; and, the printer identifier, a ten-character field which specifies the printer if you choose **P** - printer as your destination.

When you access the first part of the Destination field, the following message appears in the message line:

Enter destination type of (P)rinter
or (F)ile



Type **P** to print the report to a printer in hardcopy format. Press NEXT FIELD to continue to the second portion of the Destination field.

Type **F** in the Destination field to print the report to a file for printing at a later time. Press NEXT FIELD to continue to the Queue Type field.

If you enter a value other than **P** or **F** in the destination field, the following message appears in the message line:

ERROR: Enter F for File, P for
Printer Destination



Type the printer ID in the second part of the Destination field. Press NEXT FIELD to continue to the Queue Type field.

If you enter an invalid printer identification code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the correct printer ID, press LOV to obtain an on-line list of valid printer codes.

LOV ♥

When you access the Printer ID LOV Screen, Figure 2, from the Destination field, all valid printer IDs appear with your cursor in the Printer ID field.

Printer ID	Width	Description
WIREP	132	BLDG 50 HOTLINE AREA
NARROW	80	NARROW PRINTER FOR TEST
PR0	132	BLDG 53 HIGH SPEED PRINTER

<Show Keys=KPI> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *3

Figure 2 Printer ID LOV Screen (DICT147F)

Use the **NEXT/PREVIOUS RECORD** keys and the **NEXT/PREVIOUS SET** keys to scroll through the valid printer ID codes displayed on the LOV screen.

You may also query a particular value following the **ENTER / EXECUTE QUERY** procedures.

Press **ENTER QUERY** to clear the fields and place your cursor in the first record of the Printer ID field. Use the **NEXT FIELD** key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to retrieve the current code.

Press **EXIT** to exit the LOV screen without retrieving any of the displayed values.

Queue Type - This single-character field specifies whether the report prints immediately or after business hours and its priority within the System. This field defaults to N, to print after hours.

When you access the Queue Type field, one of the following messages appears in the message line:

Enter E to submit report on
Express queue, N for Nite queue

or

Enter N to submit report.
Express queue unavailable.

Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered.

NOTE:

Your Database Administrator identifies which reports require printing after hours and which may print to local printers. If you have questions concerning this report, contact your Database Administrator.



Type E or N to select a queue. Press COMMIT to queue the report.

If you enter an invalid queue type, the following message appears in the message line:

ERROR: Invalid answer - Please enter N or E

If you press a key other than COMMIT, the following message appears in the message line:

**Press COMMIT to submit report
or EXIT to exit**

When the System queues your report request, the following message appears in the message line:

**Submitting report on batch queue,
please wait...**

When your report is in the queue, a message similar to the following examples appears in the message line:

Example:

JOBID #10732 is in the EXPRS queue

or

JOBID #10731 is in the NITE2 queue

EXPRS and NITE2 identify the queue in which the report is located for processing. The JOBID provides the identification number of the batch job submitting your report to the queue.

If you selected **F** for file as your report output type, the System generates the report to a file using the batch procedure. However, you must spool the file created to obtain a hardcopy.

NOTE:

The generated report file, e.g.,
CASE300R.095608.RPT, resides in your originating directory on the Prime, outside the Oracle environment.



To print or edit this file, you must return to the Primos environment.

Please check with your office procedures for printing report files.

When your report is through the batch queue after printing, a message similar to the following appears on the screen:

```
***BATCH_SERVICE (user 218 on ZEUS)
at 13:55
Job CASE300R.135356.CPL for LKOHR
(#10732) completed
```



Press REDISPLAY PAGE to clear the message and return to the form.

NOTE:

This message may not appear while you are in the report form. However, neither the message nor pressing REDISPLAY PAGE interrupts your processes.



You may now enter criteria for another report or press EXIT to exit the form and return to the last accessed menu.

NOTE:

To delete a report from the System once you send it to a printer or a file, you must contact your Database Administrator or Supervisor to assist in locating the file or batch job and performing a Prime logout or file deletion.

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8.7.3 Money by Date/Period Report (CASE309F)

CASE309R		BUREAU OF LAND MANAGEMENT - INTERIM LIS	
ADM-STATE: AK		MONEY BY DATE/PERIOD	
TIME: 15:15	DATE: 05-AUG-02 THRU 07-AUG-92		BEGINNING RECEIPT: 0000980 ENDING RECEIPT: 0000995
OFFICE CODE: 234			
	FUND SYMBOL	MONEY AMOUNT	
	14X1109	575.00	
	14X5017.2	617,283,949.50	
TOTAL MONEY AMOUNT : 617,284,524.50			
TOTAL RECEIPTS : 14			
TOTAL VOID RECEIPTS : 0			
OFFICE CODE: 333			
	FUND SYMBOL	MONEY AMOUNT	
	14X1109	1.00	
TOTAL MONEY AMOUNT : 1.00			
TOTAL RECEIPTS : 1			
TOTAL VOID RECEIPTS : 0			
OFFICE CODE:			
	FUND SYMBOL	MONEY AMOUNT	
	14X1109	3.00	
TOTAL MONEY AMOUNT : 3.00			
TOTAL RECEIPTS : 3			
TOTAL VOID RECEIPTS : 0			
GRAND TOTAL MONEY AMOUNT: 617,284,528.50			
GRAND TOTAL BY FUND SYMBOL:			
	FUND SYMBOL	MONEY AMOUNT	
	14X1109	579.00	
	14X5017.2	617,283,949.50	
*** END OF CASE309R ***			

The Money by Date/Period Report (CASE309F) produces an 80-column list by office for accounting advice receipts generated for each fund symbol during the specified month. This report contains the following information: beginning and ending accounting advice numbers (for the date period), office code, fund symbol, money amount, total receipts for each office, total money amount for each office, number of voided receipts for each office, money amount grand total, and grand total by fund symbol.

CASE309F	BLM Interim LIS Money by Date/Period	21-AUG-92															
<div style="text-align: center; margin-bottom: 20px;">Acct Adv Date</div> <table style="margin: auto; border: none;"> <tr> <td style="text-align: center;">Day</td> <td style="text-align: center;">Month</td> <td style="text-align: center;">Year</td> </tr> <tr> <td style="text-align: center;">11</td> <td style="text-align: center;">AUG</td> <td style="text-align: center;">1992</td> </tr> <tr> <td colspan="3" style="text-align: center; padding: 10px 0;">Thru</td> </tr> <tr> <td style="text-align: center;">Day</td> <td style="text-align: center;">Month</td> <td style="text-align: center;">Year</td> </tr> <tr> <td style="text-align: center;">21</td> <td style="text-align: center;">AUG</td> <td style="text-align: center;">1992</td> </tr> </table> <div style="margin-top: 20px;"> <div style="display: flex; justify-content: space-between;"> Destination P PRO Queue Type E </div> </div>			Day	Month	Year	11	AUG	1992	Thru			Day	Month	Year	21	AUG	1992
Day	Month	Year															
11	AUG	1992															
Thru																	
Day	Month	Year															
21	AUG	1992															
<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>																	
<div style="display: flex; justify-content: space-between;"> Char Mode: Replace Page 1 Count: *0 </div>																	

Figure 1 Money by Date/Period Report Form - (CASE309F)

When you select the Money by Date/Period Report option from the Accounting Advice Reports Menu, the Money by Date/Period Report Form (CASE309F) appears as shown in Figure 1, with your cursor in the Day field.

There are two sets of Day-Month-Year fields. The first fields specify the day on which the report begins gathering information from the System; the second set of fields specify the last day on which the System retrieves information for the report. Complete both sets of fields following these instructions.

NOTE:

You must complete both sets of the fields to generate this report.

Day - This two-digit field contains the numeric day on which you want the report to begin gathering information from the database.



Type the date. Press NEXT FIELD to continue to the Month field.

If you enter an invalid date, the following message appears in the message line:

DAY MUST BE BETWEEN 01 AND 31

If you attempt to bypass this field without entering a date, the following message appears in the message line:

Field must be entered

Month - This field contains the standard three-characters abbreviation for the month in which you want to generate this report, e.g., JAN - January, JUL - July, AUG - August, MAY - May.



Type the month abbreviation. Press NEXT FIELD to continue to the Year field.

If you enter an invalid month name or attempt to bypass this field, the following message appears in the message line:

ERROR: Invalid month

If you entered an incorrect date for this month, the following message appears in the message line:

ERROR: Invalid Month/Day Combination

Year - This four-digit field contains the year in which you want to generate this report for the specified date.



Type the four digit year. Press NEXT FIELD to continue to the Destination field.

If you enter an invalid year, one of the following messages appears in the message line:

Must be in range 1000 to 4444

Field must be entered completely

Legal characters are 0-9 + and -

Destination - This mandatory two-part field contains the output type identifier, a single-character field which identifies the type of output: **P** for Printer, **F** for File or **S** for Screen Display; and, the printer identifier, a ten-character field which specifies the printer if you choose **P** - printer as your destination.

When you access the first part of the Destination field, the following message appears in the message line:

Enter destination type of (P)rinter
or (F)ile



Type **P** to print the report to a printer in hardcopy format. Press **NEXT FIELD** to continue to the second portion of the Destination field.

Type **F** in the Destination field to print the report to a file for printing at a later time. Press **NEXT FIELD** to continue to the Queue Type field.

If you enter a value other than **P** or **F** in the destination field, the following message appears in the message line:

ERROR: Enter F for File, P for
Printer Destination



Type the printer ID in the second part of the Destination field. Press **NEXT FIELD** to continue to the Queue Type field.

If you enter an invalid printer identification code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the correct printer ID, press **LOV** to obtain an on-line list of valid printer codes.

LOV ♥

When you access the Printer ID LOV Screen, Figure 2, from the Destination field, all valid printer IDs appear with your cursor in the Printer ID field.

DICT147F		BLM Interim LIS		21-MAY-93	
		Printer ID			
Printer ID Width Description					
DIAP		132		BLDG 50 HOTLINE AREA	
DIAROW		80		NARROW PRINTER FOR TEST	
DIAP0		132		BLDG 53 HIGH SPEED PRINTER	

Figure 2 Printer ID LOV Screen (DICT147F)

Use the *NEXT/PREVIOUS RECORD* keys and the *NEXT/PREVIOUS SET* keys to scroll through the valid printer ID codes displayed on the LOV screen.

You may also query a particular value following the *ENTER/EXECUTE QUERY* procedures.

Press *ENTER QUERY* to clear the fields and place your cursor in the first record of the Printer ID field. Use the *NEXT FIELD* key to move the cursor back and forth between the fields.

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press *EXECUTE QUERY* to retrieve data that match your query parameters.

Locate the desired value using the *NEXT/PREVIOUS RECORD* keys, moving the cursor vertically through the values.

Press *NEXT FIELD* to retrieve the current code.

Press *EXIT* to exit the LOV screen without retrieving any of the displayed values.

Queue Type - This single-character field specifies whether the report prints immediately or after business hours and its priority within the System. This field defaults to N, to print after hours.

When you access the Queue Type field, one of the following messages appears in the message line:

Enter E to submit report on
Express queue, N for Nite queue

or

Enter N to submit report.
Express queue unavailable.

Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered.

NOTE:

Your Database Administrator identifies which reports require printing after hours and which may print to local printers. If you have questions concerning this report, contact your Database Administrator.



Type **E** or **N** to select a queue. Press **COMMIT** to queue the report.

If you enter an invalid queue type, the following message appears in the message line:

ERROR: Invalid answer - Please enter N or E

If you press a key other than **COMMIT**, the following message appears in the message line:

**Press COMMIT to submit report
or EXIT to exit**

When the System queues your report request, the following message appears in the message line:

**Submitting report on batch queue,
please wait...**

When your report is in the queue, a message similar to the following examples appears in the message line:

Example:

JOBID #10732 is in the EXPRS queue

or

JOBID #10731 is in the NITE2 queue

EXPRS and NITE2 identify the queue in which the report is located for processing. The JOBID provides the identification number of the batch job submitting your report to the queue.

If you selected **F** for file as your report output type, the System generates the report to a file using the batch procedure. However, you must spool the file created to obtain a hardcopy.

NOTE:

The generated report file, e.g.,
CASE309R.095608.RPT, resides in your originating directory on the Prime, outside the Oracle environment.



To print or edit this file, you must return to the Primos environment.

Please check with your office procedures for printing report files.

When your report is through the batch queue after printing, a message similar to the following appears on the screen:

```
***BATCH_SERVICE (user 218 on ZEUS)
at 13:55
Job CASE309R.135356.CPL for LKOHR
(#10732) completed
```



Press REDISPLAY PAGE to clear the message and return to the form.

NOTE:

This message may not appear while you are in the report form. However, neither the message nor pressing REDISPLAY PAGE interrupts your processes.



You may now enter criteria for another report or press EXIT to exit the form and return to the last accessed menu.

NOTE:

To delete a report from the System once you send it to a printer or a file, you must contact your Database Administrator or Supervisor to assist in locating the file or batch job and performing a Prime logout or file deletion.

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8.7.4 Daily Accounting Advice Transfers Report (CASE351F)

CASE163R		BUREAU OF LAND MANAGEMENT - INTERIM LIS	
ADM-STATE:	AK	TRANSACTION TRANSFERS	
ACCOUNTING ADVICE NUMBER: 0000699			
CASE SERIAL NUMBER : AXXX 047855			
TRANSFERRED FROM			
ACTN NUM	ACTN DATE	ACTN CODE DESCRIPTION	FUND FUND CODE SYMBOL
SERIAL NUMBER: AXXX 047855			
036	28-MAY-1992 072	FILING FEE RECEIVED	0360 14X1109
			\$500.00
TRANSFERRED TO			
ACTN NUM	ACTN DATE	ACTN CODE DESCRIPTION	FUND FUND CODE SYMBOL
SERIAL NUMBER: AXXX 047855			
047	21-JUL-1992 088	PURCHASE PRICE RECEIV	0350 145881(22)
			\$500.00

The Daily Accounting Advice Transfers Report (CASE351F) produces an 80-column report of transaction transfers performed within a single day using the Transaction Transfers Form (CASE163F). This report output (CASE163R) contains the following information for each transaction: accounting advice number, case serial number, action number, action date, action code and description, fund code and symbol, and money amount for the original transaction and the new transaction (transferred from and to).

When you select the Daily Accounting Advice Transfers Report option from the Accounting Advice Reports Menu, the Daily Accounting Advice Transfers Report Form (CASE351F) appears as shown in Figure 1, with your cursor in the Report Date field.

Report Date - This date field contains the date for which you want a transaction transfer report. You may only enter one day for each report generated. Use the standard System date format, DD-MON-YYYY, to enter the date. This field defaults to the current date.



Type the date or accept the default of the current date. Press NEXT FIELD to continue to the Destination field.

Destination - This mandatory two-part field contains the output type identifier, a single-character field which identifies the type of output: **P** for Printer, **F** for File or **S** for Screen Display; and, the printer identifier, a ten-character field which specifies the printer if you choose **P** - printer as your destination.

When you access the first part of the Destination field, the following message appears in the message line:

**Enter destination type of (P)rinter
or (F)ile**



Type **P** to print the report to a printer in hardcopy format. Press **NEXT FIELD** to continue to the second portion of the Destination field.

Type **F** in the Destination field to print the report to a file for printing at a later time. Press **NEXT FIELD** to continue to the Queue Type field.

If you enter a value other than **P** or **F** in the destination field, the following message appears in the message line:

**ERROR: Enter F for File, P for
Printer destination**



Type the printer ID in the second part of the Destination field. Press **NEXT FIELD** to continue to the Queue Type field.

If you enter an invalid printer identification code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the correct printer ID, press **LOV** to obtain an on-line list of valid printer codes.

LOV ♥

When you access the Printer ID LOV Screen, Figure 2, from the Destination field, all valid printer IDs appear with your cursor in the Printer ID field.

*Use the **NEXT/PREVIOUS RECORD** keys and the **NEXT/PREVIOUS SET** keys to scroll through the valid printer ID codes displayed on the LOV screen.*

*You may also query a particular value following the **ENTER/EXECUTE QUERY** procedures.*

*Press **ENTER QUERY** to clear the fields and place your cursor in the first record of the Printer ID field. Use the **NEXT FIELD** key to move the cursor back and forth between the fields.*

*Type your query parameters in one or more fields, using the wildcard character, **%**, as needed.*

DICT147F		BLM Interim LIS Printer ID	29-MAY-91
Printer ID	Width	Description	
DIREP	132	BLDG 50 HOTLINE AREA	
NARROW	30	NARROW PRINTER FOR TEST	
PR0	132	BLDG 53 HIGH SPEED PRINTER	
<Select Current Value=Tab> <Exit=Esc X>			
Char Mode: Replace Page 1		Count: *0	

Figure 2 Printer ID LOV Screen (DICT147F)

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to retrieve the current value.

Press **EXIT** to exit the LOV screen without retrieving any of the displayed values.

Queue Type - This single-character field specifies whether the report prints immediately or after business hours and its priority within the System. This field defaults to N, to print after hours.

When you access the Queue Type field, one of the following messages appears in the message line:

Enter E to submit report on
Express queue, N for Nite queue

or

Enter N to submit report.
Express queue unavailable.

Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered.

NOTE:

Your Database Administrator identifies which reports require printing after hours and which may print to local printers. If you have questions concerning this report, contact your Database Administrator.



Type **E** or **N** to select a queue. Press **COMMIT** to queue the report.

If you enter an invalid queue type, the following message appears in the message line:

```
ERROR: Invalid answer -  
Please enter N or E
```

If you press a key other than **COMMIT**, the following message appears in the message line:

```
Press COMMIT to submit report  
or EXIT to exit
```

When the System queues your report request, the following message appears in the message line:

```
Submitting report on batch queue,  
please wait...
```

When your report is in the queue, a message similar to the following examples appears in the message line:

Example:

```
JOBID #10732 is in the EXPRS queue
```

or

```
JOBID #10731 is in the NITE2 queue
```

EXPRS and **NITE2** identify the queue in which the report is located for processing. The **JOBID** provides the identification number of the batch job submitting your report to the queue.

If you selected **F** for file as your report output type, the System generates the report to a file using the batch procedure. However, you must spool the file created to obtain a hardcopy.

NOTE:

The generated report file, e.g.,
CASE351R.095608.RPT, resides in your originating
directory on the Prime, outside the Oracle
environment.



To print or edit this file, you must return to the Primos
environment.

Please check with your office procedures for printing
report files.

When your report is through the batch queue after
printing, a message similar to the following appears on
the screen:

```
***BATCH_SERVICE (user 218 on ZEUS)
at 13:55
Job CASE351R.135356.CPL for LKOHR
(#10732) completed
```



Press **REDISPLAY PAGE** to clear the message and
return to the form.

NOTE:

This message may not appear while you are in the
report form. However, neither the message nor
pressing **REDISPLAY PAGE** interrupts your
processes.



You may now enter criteria for another report or press
EXIT to exit the form and return to the last accessed
menu.

NOTE:

To delete a report from the System once you send
it to a printer or a file, you must contact your
Database Administrator or Supervisor to assist in
locating the file or batch job and performing a
Prime logout or file deletion.

8.7.5 Accounting Advice Summary Report (CASE352F)

CASE352R		BUREAU OF LAND MANAGEMENT - INTERIM LIS				
ADM-STATE: AK		ACCOUNTING ADVICE SUMMARY REPORT				
ACCOUNTING ADVICE NUMBER: 0000700						
CASE SERIAL NUMBER : Akaa 042123						
ACTN NUM	ACTN DATE	ACTN CODE	ACTN DESCRIPTION	FUND CODE	FUND SYMBOL	MONEY AMOUNT
014	28-MAY-1992	083	MONIES RECEIVED	0005	145003	34.00
ACCOUNTING ADVICE NUMBER: 0000700						
CASE SERIAL NUMBER : Akaa 042124						
ACTN NUM	ACTN DATE	ACTN CODE	ACTN DESCRIPTION	FUND CODE	FUND SYMBOL	MONEY AMOUNT
014	28-MAY-1992	083	MONIES RECEIVED	0005	145003	34.00
ACCOUNTING ADVICE NUMBER: 0000700						
CASE SERIAL NUMBER : Akaa 042132						
ACTN NUM	ACTN DATE	ACTN CODE	ACTN DESCRIPTION	FUND CODE	FUND SYMBOL	MONEY AMOUNT
014	28-MAY-1992	083	MONIES RECEIVED	0005	145003	34.00

The Accounting Advice Summary Report (CASE352F) produces an 80-column list of accounting advice receipt information generated for a specified range of accounting advice numbers. This report contains the following information broken out by case serial number within each accounting advice number and action record: accounting advice receipt number, case serial number, action number, action date, action code and description, fund code and description, and money amount.

When you select the Accounting Advice Summary Report option from the Accounting Advice Reports Menu, the Accounting Advice Summary Report Form (CASE352F) appears as shown in Figure 1, with your cursor in the Accounting Advice Number Range field.

CASE352F	BLM Interim LIS Accounting Advice Summary Report	14-JUL-92
<div style="display: flex; justify-content: space-around; margin-top: 100px;"> <div style="text-align: center;"> <p>Lower Accounting Advice Number</p> <div style="background-color: black; width: 100px; height: 20px; margin: 0 auto;"></div> </div> <div style="text-align: center;"> <p>Upper Accounting Advice Number</p> <div style="background-color: black; width: 100px; height: 20px; margin: 0 auto;"></div> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> Destination P PR0 Queue Type 1 </div>		
<div style="background-color: black; color: white; padding: 5px;"> <Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X> </div>		
<div style="display: flex; justify-content: space-between;"> Char Mode: Replace Page 1 Count: *0 </div>		

Figure 1 Accounting Advice Summary Report Form - (CASE352F)

NOTE:

If you attempt to commit the report without entering both accounting advice number fields, the following message appears in the message line:

ERROR: Mandatory field has not been entered

Accounting Advice Number - These two fields allow entry of a single accounting advice number or consecutive range of accounting advice numbers to generate a list of serial numbers and action records associated with each accounting advice number in the range.



Type the lower accounting advice number. Press NEXT FIELD to continue to the second field.

Type the upper accounting advice number in the desired range. Press NEXT FIELD to continue to the Destination field.

Destination - This mandatory two-part field contains the output type identifier, a single-character field which identifies the type of output: **P** for Printer, **F** for File or **S** for Screen Display; and, the printer identifier, a ten-character field which specifies the printer if you choose **P** - printer as your destination.

When you access the first part of the Destination field, the following message appears in the message line:

Enter destination type of (P)rinter
or (F)ile



Type **P** to print the report to a printer in hardcopy format. Press **NEXT FIELD** to continue to the second portion of the Destination field.

Type **F** in the Destination field to print the report to a file for printing at a later time. Press **NEXT FIELD** to continue to the Queue Type field.

If you enter a value other than **P** or **F** in the destination field, the following message appears in the message line:

ERROR: Enter F for File or P
for Printer destination



Type the printer ID in the second part of the Destination field. Press **NEXT FIELD** to continue to the Queue Type field.

If you enter an invalid printer identification code, the following message appears in the message line:

ERROR: Invalid Printer ID

If you do not know the correct printer ID, press **LOV** to obtain an on-line list of valid printer codes.

LOV ♥

When you access the Printer ID LOV Screen, Figure 2, from the Destination field, all valid printer IDs appear with your cursor in the Printer ID field.

*Use the **NEXT/PREVIOUS RECORD** keys and the **NEXT/PREVIOUS SET** keys to scroll through the valid printer ID codes displayed on the LOV screen.*

*You may also query a particular value following the **ENTER/EXECUTE QUERY** procedures.*

*Press **ENTER QUERY** to clear the fields and place your cursor in the first record of the Printer ID field. Use the **NEXT FIELD** key to move the cursor back and forth between the fields.*

DICT147F		BLM Interim LIS Printer ID	21-MAY-92
Printer ID	Width	Description	
DIREP	132	BLOG 50 HOTLINE AREA	
NARROW	80	NARROW PRINTER FOR TEST	
PRO	132	BLOG 53 HIGH SPEED PRINTER	
<Show Keys=KPI> <Exit=Esc X>			
Char Mode: Replace Page 1		Count: *3	

Figure 2 Printer ID LOV Screen (DICT147F)

Type your query parameters in one or more fields, using the wildcard character, %, as needed.

Press **EXECUTE QUERY** to retrieve data that match your query parameters.

Locate the desired value using the **NEXT/PREVIOUS RECORD** keys, moving the cursor vertically through the values.

Press **NEXT FIELD** to retrieve the current value.

Press **EXIT** to exit the LOV screen without retrieving any of the displayed values.

Queue Type - This single-character field specifies whether the report prints immediately or after business hours and its priority within the System. This field defaults to N, to print after hours.

When you access the Queue Type field, one of the following messages appears in the message line:

Enter E to submit report on
Express queue, N for Nite queue

or

Enter N to submit report.
Express queue unavailable.

Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered.

NOTE:

Your Database Administrator identifies which reports require printing after hours and which may print to local printers. If you have questions concerning this report, contact your Database Administrator.



Type **E** or **N** to select a queue. Press **COMMIT** to queue the report.

If you enter an invalid queue type, the following message appears in the message line:

ERROR: Invalid answer - Please enter N or E

If you press a key other than **COMMIT**, the following message appears in the message line:

**Press COMMIT to submit report
or EXIT to exit**

When the System queues your report request, the following message appears in the message line:

**Submitting report on batch queue,
please wait...**

When your report is in the queue, a message similar to the following examples appears in the message line:

Example:

JOBID #10732 is in the EXPRS queue

or

JOBID #10731 is in the NITE2 queue

EXPRS and **NITE2** identify the queue in which the report is located for processing. The **JOBID** provides the identification number of the batch job submitting your report to the queue.

If you selected **F** for file as your report output type, the System generates the report to a file using the batch procedure. However, you must spool the file created to obtain a hardcopy.

NOTE:

The generated report file, e.g.,
CASE352R.095608.RPT, resides in your originating
directory on the Prime, outside the Oracle
environment.



To print or edit this file, you must return to the Primos
environment.

Please check with your office procedures for printing
report files.

When your report is through the batch queue after
printing, a message similar to the following appears on
the screen:

```
***BATCH_SERVICE (user 218 on ZEUS)
at 13:55
Job CASE352R.135356.CPL for LKOHR
(#10732) completed
```



Press REDISPLAY PAGE to clear the message and
return to the form.

NOTE:

This message may not appear while you are in the
report form. However, neither the message nor
pressing REDISPLAY PAGE interrupts your
processes.



You may now enter criteria for another report or press
EXIT to exit the form and return to the last accessed
menu.

NOTE:

To delete a report from the System once you send
it to a printer or a file, you must contact your
Database Administrator or Supervisor to assist in
locating the file or batch job and performing a
Prime logout or file deletion.

Interim System

Release 1.0



Reference Guide

Interim System *Reference Guide*

Interim System Release 1.0

This *Reference Guide* Version:
March 1, 1993

Includes:

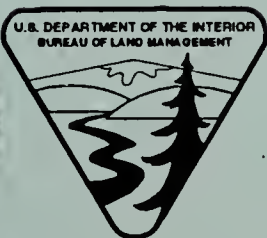
Descriptions of each menu, form and field for all user-accessible modules of the Interim System.

The sections in this *Referene Guide* are organized alphabetically for quick access for instances when the name of a given menu, form or field is known but not its location within the System structure.

Disclaimer

Mention of trade names or commercial products does not constitute an endorsement or recommendation for use by the government. No author or anyone acting on behalf of the software system assumes any liability or responsibility for damages (including consequential) caused by reliance on the materials presented, or from the use of any information, apparatus, or method of processing disclosed in this documentation. The right is reserved to make changes without notice in the specifications and materials contained herein.

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Bureau of Land Management



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Reference Guide Contents

NOTE:

This listing is current as of **March 1, 1993**. Each section in the *Reference Guide* is similarly dated on the bottom of every page.

Check the date noted following each entry (3/1/93, for example) in this listing to be sure you are using the most current version of each given section in the *Reference Guide*.

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Chapter 3 - Fields

The fields are listed by alphabetical order.

Chapter 1:

Menus by Alphabetical Order

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Accounting Advice Processing

User's Handbook Section 8.0



The Accounting Advice Processing Menu option within the Main Menu includes six forms used to produce receipts following Accounting Advice Processing parameters. Accounting Advice Processing also includes five reports on accounting advice activity.

Accounting Advice Reports

User's Handbook Section 8.7

The screenshot shows a terminal window titled "BLM Interim LIS" with a date stamp "14-JUL-92" in the top right corner. The main title is "Accounting Advice Reports Menu". A list of seven options is displayed in a box:

- 1. Accounting Advice List
- 2. Monthly Accounting Advice Summary
- 3. Money by Date/Period
- 4. List of Receipts
- 5. Daily Accounting Advice Transfer Report
- 6. Accounting Advice Summary Report
- 7. Accounting Advice Processing Menu

Below the list, there are input fields for "Option Number:" and "QXFER:". At the bottom of the screen, a status bar shows "<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>". The very bottom of the screen displays "Char Mode: Replace Page 1" and "Count: 48".

The Accounting Advice Reports Menu option within the Accounting Advice Processing Menu includes five forms used to produce reports on accounting advice activity. Details of the report forms and their output appear in the menu and individual forms' documentation.

Action Code Reports

User's Handbook Section 2.3

The screenshot shows a terminal window titled "BLM Interim LIS" with a date stamp "11-AUG-92" in the top right corner. The main title is "Action Code Reports Menu". A list of six options is displayed in a dark box:

- 1. Action Code Totals Used by Unit
- 2. Action Codes Used by Case Type
- 3. Action Codes Used by Date/Case Type
- 4. Action Codes Used Monthly by Case Type
- 5. Parcel Totals by Action Code
- 6. Report Processing Menu

Below the list, there are input fields for "Option Number:" and "QXFER:". At the bottom of the menu box, it says "<Show Keys=F1> <Quick Transfer=F5> <Exit=Esc X>". The bottom of the terminal window shows "Char Mode: Replace Page 1" and "Count: *0".

The Action Code Reports Menu option within the Report Processing Menu includes five forms used to produce reports based on action code parameters. Each report is clearly identified in the menu and individual form documentation.

Ad-hoc Query

User's Handbook Section 4.0

```
SQL*Plus: Version 3.0.8.1.1.1 - Production on 13 Aug 92 10:39:53 Thu  
Copyright (c) Oracle Corporation 1979, 1989. All rights reserved.  
  
Connected to: ORACLE RDBMS V6.0.30.3.0.1-22.1 - Production  
SQL> _
```

The Ad-hoc Query selection from the LIS Main Menu provides access to a SQL*Plus command line environment. Within SQL*Plus you can create and execute SQL (Structured Query Language) statements.

Case Processing

User's Handbook Section 1.0

UTIL505F BLM Interim LIS 26-JUN-92

Case Processing Menu

- 1.Update Case Header Record
- 2.Update Customer Link
- 3.Update Case Land Records
- 4.Update Action/Land Menu
- 5.Update General Remarks
- 6.Update Units/Commodity
- 7.Update U.S. Rights
- 8.Update Geographic Name
- 9.Lock/Unlock Action/Land Records Menu
- 10.Update Parcel Occupancy
- 11.LIS Main Menu

Option Number: QXFER:

<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *8

Case Processing comprises the bulk of the System in entering, changing and deleting individual case data. There are ten selections or options on this menu.

Customer Processing

User's Handbook Section 6.0

BLM Interim LIS
Customer Processing Menu

14-JUL-93

1. Add/Delete Customer
2. Maintain Customer File
3. FIND - Customer
4. Query Customer History
5. Customer Processing Reports Menu
6. LIS Main Menu

Option Number: QXFER:

<Show Keys=F1> <Quick Transfer=F5> <Exit=Esc Y>

Char Mode: Replace Page 1 Count: *0

The Customer Processing Menu includes several tasks requiring data and System privileges restricted to a limited number of users. There are five options in this menu, including access to three customer reports.

Customer Processing Reports

User's Handbook Section 6.5

The screenshot shows a terminal window titled "BLM Interim LIS" with a date stamp "14-JUL-93" in the top right corner. The main title is "Customer Processing Reports Menu". Below this, a list of options is displayed: "1 Customer ID List", "2 History Customer ID Index", "3 New Customer Report", and "4 Customer Processing Menu". A vertical cursor is positioned to the left of the first option. At the bottom of the menu area, there are two input fields: "Option Number:" and "QXFER:". Below these fields, a line of text reads "<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>". At the very bottom of the screen, a status bar displays "Char Mode: Replace Page 1" on the left and "Count: *0" on the right.

The Customer Processing Reports Menu option within the Customer Processing Menu includes three options used to produce reports of customer information.

Customer Reports

User's Handbook Section 2.4

The screenshot shows a terminal window titled "BLM Interim LIS" with a date stamp "11-AUG-92" in the top right corner. The main title is "Customer Reports Menu". A menu is displayed with three options: "1. Customer Id List", "2. New Customer Report", and "3. Report Processing Menu". Below the menu, there are input fields for "Option Number:" and "QXFER:". At the bottom, a status bar shows "<Show Key=>F1> <Quick Transfer=>F5> <Exit=>Esc X>". The footer of the screen displays "Char Mode: Replace Page 1" and "Count: *0".

The two customer processing reports listed within the Report Processing also appear in the Customer Processing Reports section 6.5. These two reports print information on active customers only.

Data Retrieval Functions

User's Handbook Section 3.0

The screenshot shows a terminal window titled "BLM Interim LIS" with a date stamp "01-APR-92" in the top right corner. The main title is "Data Retrieval Functions Menu". A list of 11 options is displayed in a central box, with a vertical cursor bar to the left of the list. The options are: 1.TWPALL/Township Summary, 2.Township Status Display, 3.On-line Case Abstract, 4.FIND - Customer, 5.FIND - Document, 6.FIND - Claim Name, 7.FIND - Geo Name, 8.Valid Action Codes, 9.Valid Case Type Codes, 10.Valid Case Type/Action Codes, and 11.LIS Main Menu. Below the list, there are input fields for "Option Number:" and "QXFER:". At the bottom of the menu, there is a line of text: "<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>". The very bottom of the screen shows "Char Mode: Replace Page 1" and "Count: *0".

```
ITIL505F                                BLM Interim LIS                                01-APR-92
Data Retrieval Functions Menu

1.TWPALL/Township Summary
2.Township Status Display
3.On-line Case Abstract
4.FIND - Customer
5.FIND - Document
6.FIND - Claim Name
7.FIND - Geo Name
8.Valid Action Codes
9.Valid Case Type Codes
10.Valid Case Type/Action Codes
11.LIS Main Menu

Option Number:  QXFER:

<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>

Char Mode: Replace Page 1                                Count: *0
```

Data Retrieval Functions contains several options to assist you in locating cases by land description, case serial number, customer, document, claim name, or geographic name. In addition, forms to query case type codes, action codes, and case type/action information also appear on this menu.

Land Reports

User's Handbook Section 2.5

The screenshot shows a terminal window titled "BLM Interim LIS" with a date stamp "11-AUG-92" in the top right corner. The main title is "Land Reports Menu". A list of eight options is displayed in a box:

- 1. Area Analysis
- 2. Case Summary by Township
- 3. Land Description Totals by Township
- 4. Land Status
- 5. Township Serial Number Extract
- 6. Township Exclusion
- 7. Township Status Display
- 8. Report Processing Menu

Below the list, there are input fields for "Option Number:" and "QXFER:". At the bottom of the menu box, there are instructions: "<Show> Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>". Below the menu box, there is a status bar that reads "Char Mode: Replace Page 1" and "Count: *0".

The Land Reports Menu option within Reports Processing contains seven report forms for generating reports containing land and case land information.

Legal Land Description (LLD) Reports

User's Handbook Section 7.2

The screenshot shows a terminal window titled "BLM Interim LIS LLD Reports Menu". The window has a header bar with "UTIL505F" on the left, "BLM Interim LIS LLD Reports Menu" in the center, and "24-JUN-92" on the right. Below the header is a list of five options: "1.Land Special Survey", "2.List LLD Records", "3.MTR Report", "4.Non-standard Survey (LLD)", and "5.Legal Land Description Processing Menu". To the left of this list is a vertical cursor bar. Below the list is a field labeled "Option Number:" followed by a small box. To the right of this is a field labeled "QXFER:" followed by a small box. Below these fields is a line of text: "<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>". At the bottom of the window is a status bar with "Char Mode: Replace Page 1" on the left and "Count: *0" on the right.

The LLD Reports Menu option within the LLD Reports Processing Menu includes four options used to produce legal land information reports, i.e., report of all lands entered in the LLD table, not lands specific to a case.

Legal Land Description (LLD) Processing

User's Handbook Section 7.0

The screenshot shows a terminal window titled "BLM Interim LIS" with a date stamp "12-JUN-92" in the top right corner. The main title is "Legal Land Description Processing Menu". The menu options are listed in a box:

- 1. Add/Change/Delete LLD Information
- 2. LLD Reports Menu
- 3. LIS Main Menu

Below the menu box, there are two input fields: "Option Number:" and "QXFER:". At the bottom of the window, there is a status bar with the text: "<Show Key=F1> <Quick Transfer=KP5> <Exit=Esc X>". Below the status bar, it says "Char Mode: Replace Page 1" and "Count: *0".

The LLD Processing Menu contains one form to perform multiple LLD tasks requiring data and System privileges restricted to a limited number of users, and access to the several reports of LLD data.

Lock/Unlock Action/Land Records

User's Handbook Section 1.9

The screenshot shows a terminal window titled "BLM Interim LIS" with a date stamp "9-APR-92" in the top right corner. The main title of the menu is "Lock/Unlock Action/Land Records Menu". The menu options are listed in a box:

- 1.Lock Action Records
- 2.Lock Land Records
- 3.Unlock Action Records
- 4.Unlock Land Records
- 5.Case Processing Menu

Below the menu box, there are two input fields: "Option Number:" and "QXFER:". At the bottom of the window, there is a status bar with the text "<Show Keys=kP1> <Quick Transfer=kP5> <Exit=Esc X>". The very bottom of the screen shows "Char Mode: Replace Page 1" and "Count: *0".

Through the Lock/Unlock Action/Land Records Menu you may access forms that allow you to lock and unlock all action records as of a particular date, and allow you to lock and unlock all land records within the specified case(s).

Mining Claim Reports

User's Handbook Section 2.6

The screenshot shows a terminal window titled "BLM Interim LIS" with a date stamp "11-AUG-92" in the top right corner. The main title is "Mining Claims Reports Menu". A list of nine options is displayed in a black box with white text:

- 1.MC Activity by Township
- 2.MC by Case Type/Customer
- 3.MC Weekly FLPMA
- 4.Serial Numbers by Township/Case Type
- 5.Total MC Customer List
- 6.MC Missing Data
- 7.MC Decision Report
- 8.Mining Claims Summary - FY Quarters
- 9.Report Processing Menu

Below the list, there are input fields for "Option Number:" and "QXFER:". At the bottom, a status bar shows "<Show Keys=F.P1> <Quick Transfer=F.P5> <Exit=Esc X>". The footer of the terminal window displays "Char Mode: Replace Page 1" and "Count: *0".

The Mining Claim Reports Menu option within Report Processing includes eight forms used to produce Mining Claims information reports.

Report Processing

User's Handbook Section 2.0

The screenshot shows a terminal window titled "BLM Interim LIS" with a date stamp "14-JUL-93" in the top right corner. The main title is "Report Processing Menu". A list of 11 options is displayed in a dark box with a vertical cursor on the left, highlighting option 1. The options are: 1. Case Abstract, 2. Case Totals by District/Case Type/Status, 3. Action Code Reports Menu, 4. Customer Reports Menu, 5. Land Reports Menu, 6. Mining Claims Reports Menu, 7. Serial Number Reports Menu, 8. Mask Titles Report, 9. Case Type Mask Description, 10. Mailing Labels, and 11. LIS Main Menu. Below the list, there are input fields for "Option Number:" and "QXFER:". At the bottom, a status bar shows "<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>" and a footer with "Char Mode: Replace Page 1" and "Count: *8".

```
UTIL505F          BLM Interim LIS          14-JUL-93
                  Report Processing Menu

1. Case Abstract
2. Case Totals by District/Case Type/Status
3. Action Code Reports Menu
4. Customer Reports Menu
5. Land Reports Menu
6. Mining Claims Reports Menu
7. Serial Number Reports Menu
8. Mask Titles Report
9. Case Type Mask Description
10. Mailing Labels
11. LIS Main Menu

Option Number:   QXFER:

<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>

Char Mode: Replace Page 1          Count: *8
```

Report Processing includes all on-line and off-line reports available in the System. There are ten options, organizing the reports based on the type of output produced, e.g., action code reports produce reports based on action code data within the System, and four general reports not included in submenus.

Restricted Case Processing

User's Handbook Section 5.0

ITIL50FF BLM Interim LIS 14-JUL-93

Restricted Case Processing Menu

1. Assign a Single Serial Number
2. Assign Single/Multiple Serial Numbers
3. Add Block of Previously Serialized Cases
4. Establish Blk of New Cases, Gen Act Ad.
5. Add Actions to Range of Serial Numbers
6. Add Gen Rmks to Range of Serial Numbers
7. Add Gen Rmks to Random Serial Numbers
8. Void Case
9. Add Claim Names to Random Serial Numbers
10. Generate Mining Claims Tape
11. LIS Main Menu

Option Number: QXFER:

<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *0

The Restricted Case Processing Menu includes options for several tasks requiring data and System privileges restricted to a limited number of users. There are ten options in this menu.

Serial Number Reports

User's Handbook Section 2.7



The Serial Number Reports Menu option within Report Processing includes eight report forms used to produce reports which contain case serial number lists and other case-specific information.

Update Action/Land

User's Handbook Section 1.4

The screenshot shows a terminal window titled "BLM Interim LIS" with a date stamp "11-MAR-93" in the top right corner. The main title of the screen is "Update Action/Land Menu". A list of seven options is displayed in the center:

1. Update Action
2. Add Action - Brief
3. Update Action (Range of Serial Numbers)
4. Update Action/Land Relationship
5. Update MMS Finance Transfer Transactions
6. Add MMS Finance Transfer Transactions
7. Case Processing Menu

Below the list, there are two input fields: "Option Number:" and "QXFER:". At the bottom of the screen, a status bar contains the text: "<Show Keys=KP1> <Quick Transfer=KP5> <Exit=Esc X>". The very bottom of the screen shows "Char Mode: Replace Page 1" and "Count: *0".

The Update Action/Land Menu option within Case Processing includes six forms used to add, change and delete action code information and create action-to-land relationships within established cases in the System, and create and edit MMS transfers.

Chapter 2:

Forms by Program Name Order

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(CASE101F) Update Action/Land Relationship

This form allows you to establish, delete and change the action to land relationships that set land status within a case.

These action to land relationships are important because the associations serve to establish the land status and reserve U. S. rights when lands are patented, leased or otherwise affected by an action.

User's Handbook Section 1.4.4

```

BLM Interim LIS
Update Action/Land Relationship
13-MAY-92

Geo State Land Ofc Prefix Ser Num Suffix | Land Number Range
Case Ser Num [ ] [ ] [ ] [ ] [ ] | [ ] to [ ]

Act Num [ ] Act Date [ ] Act Code [ ] [ ] Par [ ]

C Num Stat Mer Twp Rng Sec Aliquot Srvy Type/Num TR BK LT Acres
[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

<Exit=Esc X> <Show Keys=F1> <Goto Caseland=Esc B> [ ]
Char Mode: Replace Page 1 Count: *0
  
```

(CASE102F) Update Geographic Name

This form allows you to add, change or delete geographic or site names on cases already assigned a case serial number and established within the System. There is no limit to the number of geographic names that can be associated with a case.

User's Handbook Section 1.8

CASE102F		BLM Interim LIS Update Geographic Name			28-APR-92	
Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix	
Geo Name						
<Show Keys=kPl> <Exit=Esc X>						
LOW						
Char Mode: Replace			Page 1		Count: *0	

(CASE103F) Update General Remarks

This form allows you to add, delete and change general remarks records within an established case.

User's Handbook Section 1.5

CASE103F		BLM Interim LIS Update General Remarks			08-APR-92	
Case Ser Num		Geo State	Land Ofc	Prefix	Ser Num	Suffix
<div></div>						
<Show Keys=F1> <Exit=Esc X>						
Char Mode: Replace Page 1 Count: *0						

(CASE104F) Update Units/Commodity

This form allows you to add, change or delete units/ commodity and run data within an established case.

User's Handbook Section 1.6

CASE104F		BLM Interim LIS Update Units/Commodity				03-APR-92	
Geo State		Land Ofc	Prefix	Ser Num	Suffix		
Case Ser Num							
Act Num							
Caddy Code		Meas Code		Meas Qty	Money Amt		
Caddy Code		Meas Code		Meas Qty	Money Amt		
Caddy Code		Meas Code		Meas Qty	Money Amt		
<Show> Keys=KP1> <Exit=Esc X>							
Char Mode: Replace Page 1 Count: *0							

(CASE105F) Update U.S. Rights

This form allows you to add, change or delete U.S. rights associated with a particular case serial number. The U. S. rights data are related to a case through an action/land relationship. For each action/land combination, the federal government may reserve U.S. rights.

User's Handbook Section 1.7

CASE105F		BLM Interim LIS Update U.S. Rights				03-APR-92	
Geo State		Land Ofc	Prefix	Ser Num	Suffix		
Case Ser Num							
Act Num		Act Date		Act Code		Par	
Stat	Land Num	Mer	Twp	Rng	Sec	Aliq Part	
US Rights Code							
Land Num Rng:						to	
Char Mode: Replace Page 1 Count: *0							

(CASE106F) Lock Action Records

This form allows you to lock action records in one or more previously established case(s), where the action date falls on the same day or before the date noted to lock the records. When you use this form, existing action records prior to the lock date may not be deleted or changed until you unlock the action records using the Unlock Action Records Form (CASE108F). However, you may continue to add action records to the case with a date later than the lock date.

User's Handbook Section 1.9.1

```

HSE100F                                BLM Interim LIS                                LQ-APP-22
                                Lock Action Records

Beginning Case Serial Number      Ending Case Serial Number
                                thru
Geo St      Land Ofc      Pre fix      Serial Number      Suf fix      Geo St      Land Ofc      Pre fix      Serial Number      Suf fix      Lock Date
[Redacted]  [Redacted]  [Redacted]  [Redacted]  [Redacted]  [Redacted]  [Redacted]  [Redacted]  [Redacted]  [Redacted]  [Redacted]  [Redacted]

                                Empl Intl      Ofc Code      Action Lock Word
                                [Redacted]  [Redacted]  [Redacted]

<Show Keys=F1> <Exit=Esc X> <Commit=F10>                                LQ11
Char Mode: Replace Page 1                                Count: *0

```


(CASE107F) Lock Land Records

This form allows you to lock all land records in one or more previously established cases. When you use this form, all land records in the specified case(s) are locked to deletion, editing and addition until you unlock the land records using the Unlock Land Records Form (CASE109F).

User's Handbook Section 1.9.2

```

  CHS E107F          BLM Interim LIS          12-MAY-92
                    Lock Land Records

Beginning Case Serial Number      thru      Ending Case Serial Number
-----
Geo St  Land Ofc  Pre fix  Serial Number  Suf fix      Geo St  Land Ofc  Pre fix  Serial Number  Suf fix
[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]

Empl Intl [REDACTED]  Ofc Code [REDACTED]  Land Lock Word [REDACTED]

<Show>=<F1> <Exit>=<Esc X> <Commit>=<F0>          L011
  
```

(CASE108F) Unlock Action Records Form

This form allows you to unlock action records for a previously locked case. When you use this form, previously locked action records are released for update, allowing deletion and editing of these action records through the Update Action Records Form (CASE127F).

User's Handbook Section 1.9.3

CASE108F		BLM Interim LIS Unlock Action Records			12-MAY-92	
Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix	
Action Lock Word						
Act Date						
<Show Keys=F1> <Exit=Esc X> <Commit=F10>						
100						
Char Mode: Replace Page 1			Count: *0			

(CASE109F) Unlock Land Records

This form allows you to unlock previously locked land records within an established case in the automated System. When you use this form, previously locked land records are released for update, allowing addition, deletion and editing of these land records through the Update Case Land Form (CASE125F).

User's Handbook Section 1.9.4

CASE109F		BLM Interim LIS Unlock Land Records			12-MAY-92	
Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix	
Empl Intl		Ofc Code				
Land Lock Word						
<Show Keys=F1> <Exit=Esc X> <Commit=F0>						
100						
Char Mode: Replace Page 1			Count: *0			

(CASE110F) Update Case Header Record

This form allows you to make changes to limited data, generally referred to as case header records within cases that already exist in the database. Use the Update Case Header Record Form (CASE110F) to change data in the following fields: Case Type, Claim Name, Disturbed Acres, Case Acres and all FRC information. Several fields have restricted access by case type and user privileges.

User's Handbook Section 1.1

CASE110F		BLM Interim LIS				01-MAR-93	
Update Case Header Record							
Case Ser Num		Geo State	Land Ofc	Prefix	Ser Num	Suffix	
Case Type							
Claim Name						Status	
Dstrb Acres				Case Acres			
FRC Site				Last Act Num		Last Land Num	
FRC Acc Num							
FRC Box Num						Add Date	
FRC Box Qnty						Chg Date	
FRC Disp Date						Empl ID	
FRC Loc Code							
<Show Keys=FPI> <Exit=Esc X> 000							
Char Mode: Replace Page 1 Count: *0							

(CASE121F) Update Customer Link

This form allows you to add, delete or change a customer/case relationship, the interest relationship and percent interest on a previously established or serialized case. Both the case serial number and customer data must already exist in the System before you can use the Update Customer Link Form (CASE121F).

User's Handbook Section 1.2

CASE121F		BLM Interior LIS Update Customer Link			14-APP-92	
Geo State	Land Ofc	Prefix	Ser Num	Suffix		
Case Ser Num						
Cust ID						
Name Num						
Addr Num						
Int Rel			Pct Int			
<Show Keys=F1> <Exit=Esc X>						
Char Mode: Replace Page 1 Count: *0						

(CASE125F) Update Case Land Records

This form allows you to add, change and delete case land records within a previously established case.

User's Handbook Section 1.3

CASE125F		BLM Interim LIS Update Case Land Records					14-APR-92	
Case Ser Num		Geo State	Land Ofc	Prefix	Ser Num	Suffix	Casetype	
Land Num		Surveys					Lock	
Mer	Twn	Ang	Sec	Type Num	Dir	Frac	Suff	Aliquot
or							Empl Ofc	
Geo St Cnty/Bor		Free Format					Intl Code	
Sq Ft		Case Land Acres					PC	
Row Width		ANCSA	Adm Agcy	Ofc Code		Empl Intl		
DO	RA	NR	Land Status		Chg Date	Empl ID		
<Show Keys=F1> <Exit=Esc X>								
Char Mode: Replace Page 1 Count: *0								

(CASE127F - Pages 1 - 2) Update Action

Use this form to add, change and delete action information, including parcel codes, action remarks, second date and second date type, accounting advice number, etc..., and entire action records for a previously established case.

User's Handbook Section 1.4.1 - Page 1

CASE127F		BLM Interim LIS Update Action (Brief)					08-JUL-91	
Case	Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix	Case Type	
Act Num	Act Date	Act Code	Act Rmks	BLM Pend Enty		Other Pend Enty	B/C	
Do you really want to delete this record? Y								
<Show Keys=F1> <Exit=Esc X>								
Char Mode: Replace Page 1 Count: *0								

User's Handbook Section 1.4.1 - Page 2

CASE127F		BLM Interim LIS Update Action (Comprehensive)					08-JUL-91	
Case	Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix		
Empl Intl	Act Num	Act Date	Act Code	APPLICATION FILED				
Ofc Code	2nd Date	2nd Date Type	Money Amt					
Acct Adv Num								
Acct Num	Doc Type	Doc Num	-- Alaska --					
Page Num	Assmt Yr	Aband Yr	Par Code					
Vol ID								
<Show Keys=F1> <Exit=Esc X> <Add Another Record=F6> <Commit =F0>								
Char Mode: Replace Page 2 Count: *0								

(CASE128F) Add Action – Brief

Use this form to add brief action information to one or more cases entered separately. This form has a few action fields in which to enter only basic action information, case serial number, action code and date, doc type and number, etc...., for entry of simple action records into existing cases.

User's Handbook Section 1.4.2

CASE128F		BLM Interim LIS		16-JUN-92	
Add Actions (Brief)					
Geo State		Employee Initials		Office Code	
P	S			P	BLM
Land	f	Ser	f	Act	Date
Ofc	x	Num	x	Code	DD-MON-YYYY
Remarks		Assmt Yr		Abnd Yr	
<Show Keys=KP1> <Commit=KP0> <Exit=Esc X>					
Char Mode: Replace Page 1 Count: *0					

(CASE130F) Void Case Form

The Void Case Form (CASE130F) allows you to enter a case serial number, view existing case header data, and void data associated to the case, excluding the serial number and minimal header data (i.e.,) the employee ID, add date, change date and case status, which becomes void. The case remains in the System with a void status. The user may add the action code, Serialized in Error, to a case prior to voiding it to keep this action record history in the automated case file.

User's Handbook Section 5.8

CASE130F		BLM Interim LIS Void Case				29-MAY-92	
Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix		
Empl ID		Add Date		Change Date			
Claim Name							
Case Acres		Case Type					
Dstrb Acres		Status					
Last Act Num		Last Land Num					
<Execute Query=F8> <Show Keys=F1> <Exit=Esc X>							
Char Mode: Replace Page 1				Count: *0			

(CASE135F) Assign Multiple Serial Numbers

This form allows you to generate and reserve a block or series of serial numbers for future use. Use this form to reserve case serial numbers for a series of similar cases, i.e., where all the cases have the same customer, where all cases have the same action codes, etc.... Use this form to provide serial numbers to a customer immediately with the option to enter the case data at a later time.

User's Handbook Section 5.2

CASE135F		BLM Interim LIS		15-MAY-92	
Assign Single or Multiple Serial Numbers					
Case Ser Num	Geo State	Land Ofc			
Enter number of Serial Numbers to Generate					
<Show Keys=F1> <Exit=Esc X> <Generate Serial Numbers=F8> _00					
Char Mode: Replace Page 1 Count: *0					

(CASE136F) Assign a Single Serial Number

This form allows you to generate and reserve a single serial number for future use. Use this form to provide a serial number to a customer immediately with the option to enter the case data at a later time. You may generate only one serial number at a time. Use Generate Block of Serial Numbers (CASE135F) if you want to obtain more than one serial number.

User's Handbook Section 5.1

CASE136F

BLM Interim LIS
Assign a Single Serial Number

15-MAY-92

Case Serial Num	Geo State	Land Ofc	Ser Num

<Show> Keys=F1 <Exit>=Esc X

Char Mode: Replace Page 1Count: *0

This page intentionally left blank.

(CASE141F - Pages 1 - 3) Accounting Advice - Not Case Related

This form produces an accounting advice receipt without saving any information to a particular case in the System. This form should be used for general receipting purposes for such items as copying, computer time, etc.... The information you enter on this form is stored only in the accounting table, not in the case action table since the information is not related to a particular case.

User's Handbook Section 8.1 - Page 1

CASE141F		BLM Interim LIS		21-MAY-92	
Accounting Advice - Page 1					
Date	Time	Ofc Code	Empl Intl		
21-MAY-1992	10:31:43				
Cashier Num	Collection Method	Check Num	Date Received		
			21-MAY-1992		
Resmitter Name					
Address					
1			City		
2			State	Zip	
<Show Keys=F1> <Exit=Esc X>					
Char Mode: Replace Page 1 Count: *0					

User's Handbook Section 8.1 - Page 2

CASE141F		BLM Interim LIS		21-MAY-92	
Accounting Advice - Page 2					
Remarks					
1			6		
2			7		
3			8		
4			9		
5			10		
Fund Code	Fund Symbol Code	Type	How Many	Cost	Money
Total					.00
<Show Keys=F1> <Exit=Esc X>					
Char Mode: Replace Page 2 Count: *0					

User's Handbook Section 8.1 - Page 3

CASE141F	BLM Interim LIS Accounting Advice - Report	1-MAY-92
Acct Adv Num 00000000		
Do you want to print an accounting advice receipt? <input type="checkbox"/>		
Destination <input type="text"/>		
<Show> Keys=KP1 <Exit>=Esc X		
Type 'Y' to print receipt, N to exit		
Char Mode: Replace Page 3		Count: *0

(CASE142F) Print Historical Reciept

This form allows you to reprint an existing accounting advice receipt. The reprinted receipt displays HISTORICAL in the upper left rather than ORIGINAL.

User's Handbook Section 8.2

CASE142F		BLM Interim LIS		20-MAY-92	
Print Historical Accounting Advice					
Enter Acct Adv Num [REDACTED]					
Print Historical Advice? [REDACTED]		Date	Time	Cashier Num [REDACTED]	
Destination [REDACTED]		Check Num	Date Received	Ofc Code	Empl Intl
Collection Method [REDACTED]					
Cust ID [REDACTED]	Remitter Name/Address				
Name Num [REDACTED]	[REDACTED]				
Addr Num [REDACTED]			City	ST	Zip
[REDACTED]					
<Show Keys=KP1> <Exit=Esc X>					
Char Mode: Replace Page 1 Count: *8					

This page intentionally left blank.

(CASE143F - Pages 1 – 3)

Accounting Advice - Block of Serial Numbers

This form allows you to enter money information related to ranges of one or more case serial numbers, but accounted for on a single accounting advice receipt. The range(s) may be of one or more serial numbers, and you may enter more than one range. This form allows you to create and print an accounting advice receipt for an existing case or cases, entering action and accounting advice record information simultaneously to save to the case(s).

User's Handbook Section 8.3 - Page 1

CASE143F										BLM Interim LIS										13-JUL-92																			
Accounting Advice - Page 1																																							
Case Ser Num										Geo State					Land Office					Prefix					Ser Num					Suffix									
Start of Range																																							
End of Range																																							
Date										Ofc Empl					Cashier					Collection					Check Num					Date Received									
Time										Code Intl					Num					Method																			
Name Num										Cust ID															Remitter Name														
Addr Num																									Address														
																									1.														
																									2.														
																									City					State Zip									
<Show Keys=KP1> <Exit=Esc X>																														100									
Char Mode: Replace Page 1																														Count: *0									

User's Handbook Section 8.3 - Page 2

CASE143F										BLM Interim LIS										13-JUL-92																													
Accounting Advice - Page 2																																																	
Case Ser Num										Geo State					Land Office					Prefix					Ser Num					Suffix																			
Start of Range										01					AA										031279																								
End of Range										02					AA										031279																								
Remarks																																																	
1																				6																													
2																				7																													
3																				8																													
4																				9																													
5																				10																													
Act Code										Act Date					Fund Code					Fund Symbol					Money Type					Money Amount					Asmt Yr					Par Code									
Valid Cases										Aggregate Amount:										.00										Total:										.00									
<Show Keys=KP1> <Exit=Esc X>																																																	
Char Mode: Replace Page 2																														Count: *0																			

User's Handbook Section 8.3 - Page 3

HSE143F		BLM Interim LIS Accounting Advice - Report				13-JUL-92	
Case Serial Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix		
	20	EF		084777			
Acct Adv Num 0000887							
Do you want to print an accounting advice report? Y							
Destination							
<Show Keys=F1> <Exit=Esc X>							
Transaction completed -- 3 records processed.							
Char Mode: Replace Page 5					Count: *0		

(CASE144F) Void an Accounting Advice

This form allows a user to void an existing accounting advice. This process involves printing a copy of the original receipt which displays the cases (if any) and remarks, the original money amounts as negative amounts, and VOID in the upper left corner of the receipt. Voiding an accounting advice also deletes all action records from the case, or cases, which contain the specified accounting advice number. Once an accounting advice is voided, the number remains in the System with an accounting advice status of voided; you may not reuse the voided accounting advice number. Voids may occur only on receipts generated during the current business day.

User's Handbook Section 8.4

HSE144F		BLM Interim LIS		13-JUL-92	
Void an Accounting Advice					
Enter Ofc Code <input type="text"/> Empl Intl <input type="text"/> Accounting Advice Number <input type="text"/>					
Void Accounting Advice ? <input type="checkbox"/> Destination <input type="text"/>					
Ofc Code	Empl Intl	Cashier Num	Collection Method	Advice Status <input type="checkbox"/>	Num
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cust ID	Date	Time	Check \$ Amt	<input type="text"/>	Date Received
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Customer Name/Address			Remitter Name		
Name	<input type="text"/>				Address
N <input type="checkbox"/>	<input type="text"/>				1. <input type="text"/>
U Addr <input type="checkbox"/>	<input type="text"/>				2. <input type="text"/>
M <input type="checkbox"/>	<input type="text"/>				
<Show Keys=KP1> <Exit=Esc X>					
Char Mode: Replace Page 1 Count: *0					

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(CASE145F - Pages 1 – 3) Update Action - Range Serial Numbers

This three-page form allows you to add, change or delete actions in a range of cases, committing each case individually. Use the Add Action Records to a Range of Serial Numbers Form (CASE153F) to add one or more action records to multiple cases simultaneously.

User's Handbook Section 1.4.3 - Page 1

CASE145F		BLM Interim LIS					09-JUL-92	
Update Action - Range of Serial Numbers - Selection Criteria								
Enter in the desired Case Serial Number range								
Lower Limit	Geo State	Land Ofc	Prefix	Ser Num	Suffix			
--And--								
Upper Limit	Geo State	Land Ofc	Prefix	Ser Num	Suffix			
<Show Keys=F1> <Exit=Esc X> 100								
Char Mode: Replace Page 1 Count: 00								

User's Handbook Section 1.4.3 - Page 2

CASE145F		BLM Interim LIS					09-JUL-92	
Update Action - Range of Serial Numbers (Brief)								
Current Ser Num		Geo State	Land Ofc	Prefix	Ser Num	Suffix	Case Type	
Serial Num Range		FFFF	084833	To	FFFF	084835		
Act No	Act Date	Act Code	Act Rmks	BLM Pend Enty	Other Pend Enty	B/C		
001	03-JUL-1992	003						
002	01-MAY-1993	062						
005	09-JAN-1993	095						
006	05-JUL-1992	001						
007	09-JUL-1992	113						
008	10-JUL-1992	112						
009	11-JUL-1992	112						
Do you really want to delete this record? 1								
<Show Keys=F1> <Exit=Esc X> <Add Another Record=F6>								
Char Mode: Replace Page 2 Count: 7								

User's Handbook Section 1.4.3 - Page 3

CASE145F		BLM Interim LIS				03-JUL-92	
Update Action - Range of Serial Numbers (Comprehensive)							
Current Ser Num		Geo State	Land Ofc	Prefix	Ser Num	Suffix	
			FF		084833		
Serial Num Range		FF	084833	To	FF	084835	
Empl Intl	Act Num	Act Date	Act Code		APPEND/DOOR REFLN RPT-TO		
		03-JUL-1991					
Ofc Code	2nd Date	2nd Date Type		Money Amt	20.00		
Rept Num	Doc Type		-- Alaska --		Par Code		
Book Num	Doc Num						
Page Num	Assnt Yr						
Vol ID	Aband Yr						
Char Mode: Replace Page 3				Count: *8			

(CASE146F) Update Parcel Occupancy

This form allows you to add, change or delete parcel occupancy data in cases already assigned a case serial number and established within the System.

User's Handbook Section 1.10

```

CASE146F          BLM Interim LIS          11-MAY-92
Update Parcel Occupancy

Case Ser Num      Geo State      Land Ofc      Prefix      Ser Num      Suffix
                  █              █              █              █              █

Parcel Code       Occupancy Date
                  Dy Mon Year
                  █ █ █
                  █ █ █

<Show Keys=KP1> <Exit=Esc X>          _OL_

Char Mode: Replace  Page 1                      Count: *0
  
```

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(CASE148F - Pages 1 – 6) Add Block of Previously Serialized Cases

The Add Block of Previously Serialized Cases (CASE148F) contains six pages of entry fields for you to add multiple cases within a range of previously serialized case serial numbers. Use CASE135F or CASE136F to generate the serial numbers, or enter an old case serial number not previously entered in the System.

User's Handbook Section 5.3 - Page 1

CASE148F		BLM Interim LIS				13-JUL-92	
Add Block of Previously Serialized Cases - Serial Number Range Selection							
Enter in the desired Case Serial Number range:							
[Lower Limit	Geo State	Land Ofc	Prefix	Ser Num	Suffix]
--And--							
[Upper Limit	Geo State	Land Ofc	Prefix	Ser Num	Suffix]
<Show Keys=KP1> <Exit=Esc X> 100							
Char Mode: Replace Page 1				Count: *0			

User's Handbook Section 5.3 - Page 2

CASE148F		BLM Interim LIS				13-JUL-92	
Add Block of Previously Serialized Cases - Case Header Record							
Current Ser Num:		Geo State	Land Ofc	Prefix	Ser Num	Suffix	
					084865		
Serial Num Range:		PKFF	084865	To	PKFF	084867	
Case Type							
Claim Name							
Dstrb Acres							
Case Acres							
<Show Keys=KP1> <Exit=Esc X> 100							
Char Mode: Replace Page 2				Count: *0			

User's Handbook Section 5.3 - Page 3

CASE148F		BLM Interim LIS		13-JUL-93	
Add Block of Previously Serialized Cases - Customer Link Record					
Case Ser Num:	Geo State	Land Ofc	Prefix	Ser Num	Suffix
				084865	
Customer ID					
Name Num					
Address Num					
Int Rel					Pct Int
<Show Keys=KP1> <Exit=Esc X> <Add Another Record=KP6>					
Char Mode: Replace Page 3 Count: *0					

User's Handbook Section 5.3 - Page 4

CASE148F		BLM Interim LIS		13-JUL-93	
Add Block of Previously Serialized Cases - Case Land Record					
Case Ser Num:	Geo State	Land Ofc	Prefix	Ser Num	Suffix
				084865	
Land Num					
Mer Twn	Ang	Sec	Survey		
			Type Num	Dir	Frac Suff
or					
Geo St Cnty/Bor	Aliquot				
	Free Format				
Row Width	Sq Ft	Case Land Acres			
DO	RA	NR	Adm Agcy	ANCSA Code	Ofc Code
					Emp Int
<Show Keys=KP1> <Exit=Esc X> <Add Another Record=KP6>					
Char Mode: Replace Page 4 Count: *0					

User's Handbook Section 5.3 - Page 5

CASE148F		BLM Interim LIS		13-JUL-93	
Add Block of Previously Serialized Cases - Action Record (Brief)					
Case Ser Num:	Geo State	Land Ofc	Prefix	Ser Num	Suffix
				084865	
Act Num	Act Date	Act Code	Act Ranks	BLM Pend Enty	Other Pend Enty
001					
<Show Keys=KP1> <Exit=Esc X> <Add Another Record=KP6>					
Char Mode: Replace Page 5 Count: *0					

User's Handbook Section 5.3 - Page 6

CASE148F		BLM Interim LIS				13-JUL-92	
Add Block of Previously Serialized Cases - Action Record (Comprehensive)							
Case Ser Num		Geo State	Land Ofc	Prefix	Ser Num	Suffix	
		FF	FF		084865		
Act Num 001		Act Date 01-JAN-1992		Act Code 001 APPLICATION RECEIVED			
2nd Date		Money Amt					
2nd Date Type							
Rpt Num		Doc Type		-- Alaska --			
Book Num		Doc Num		Par Code			
Page Num							
Vol ID							
				Ofc Code	Empl Intl TG		
<Show> Key=F1 <Exit>=Esc X							
1001							
Char Mode: Replace Page 6 Count: *0							

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(CASE150F - Pages 1 – 2)
TWPALL/Township Summary

This form contains two pages, one to enter selection criteria to view land information, and one to view land information relating to your query parameters of a meridian, township and range, and/or survey type.

User’s Handbook Section 3.1

CASE150F

BLM Interim LIS

04-APR-93

TWPALL/Township Summary - Selection Criteria

One of
These
Mandatory

Mer

Twp

Rng

Opt-> Sec

Srvy Type

Srvy Num

Opt-> Case Status

Opt-> Case Type

-

or Mask

Do you want <U>iew,<P>rint,<C>ount pgs,<S>creen Display or <L>ocal printer?

Print Options --> Destination

Queue Type

<Show Keys=F1> <Exit=Esc X> <Query=F8> <Count=Esc 0>

Char Mode: Replace Page 1

Count: 00

User’s Handbook Section 3.1

CASE150F

BLM Interim LIS

TWPALL/Township Summary

04-APR-93

Mer

Twp

Rng

Sec

Act Date

31-OCT-1991

Cnty/Bor

00000

02400

001

Act/Land

ACT CONVERTED (JC)

DO

ANCHORAGE DISTRICT

Case Status

PENDING

Adm Agcy

Land Status

TM

Case Type

065200

Doc Type

Num

NR

07

ROW WIDTH

Num	P	Case	Serial	Number	Sec	Aliquot	Srvy	Type/Num	TR	BK	LT	Acres
=>00411	FI	RA		037846	001							640.0000
00408	FI	RA		037846	002							640.0000
00400	FI	RA		037846	003							640.0000
00415	FI	RA		037846	004							572.0700
00418	FI	RA		037846	005							3.1600
00413	FI	RA		037846	006							35.0000
00412	FI	RA		037846	009							640.0000
00432	FI	RA		037846	010							640.0000
00429	FI	RA		037846	011							512.7700
00423	FI	RA		037846	012							416.5300

<Show Keys=F1> <Exit=Esc X> <ABSCAN=Esc B> <New Criteria=Esc C>

Char Mode: Replace Page 2

Count: 10

This page intentionally left blank.

(CASE151F - Pages 1 - 12) On-line Case Abstract

The On-line Case Abstract Form (CASE151F) is the second option in the Data Retrieval Functions Menu. This form contains 14 pages of case information, i.e., an abstract of case information from each case or cases queried.

User's Handbook Section 3.3 - Selection Criteria

CASE151F BLM - On-Line Case Abstract - Selection Criteria 03-APR-93

[Case Ser Num Geo St Land Ofc Prefix Ser Num Suffix]

[Case Type - or Mask Srvy Type]

[District RA]

[Mer Top Rng Sec -- or -- Window]

<U>lew, <P>rint, <C>ount pages, <S>creen Display or <L>ocal print the data?]

Destination : PR0 Queue Type :

<Keys=F1> <Exit=Esc X> <Query=F8> <Count=Esc Q> LOW

Enter Serial number or <Return> to go to the other parameters.

Char Mode: Replace Page 14 Count: *0

User's Handbook Section 3.3 - Menu

CASE151F BLM - On-line Case Abstract - Menu 03-APR-93

Geo St Land Ofc RA Prefix Ser Num 001020 Suffix]

1. Case Header Information Use 'S' to select which pages to view

2. Customer Case Information

3. Case Land Information (Brief)

4. Case Land Information (Comp)

5. Action Information Use 'D' to deselect pages.

6. U.S. Rights Information

7. Units/Commodity Information

8. Financial Information

9. Geographic Name Information

10. General Remarks Information

11. Parcel Occupancy Information

12. Case Status Information

13. Exit On-line Case Abstract

Option Num: Do you want to <S>creen Display or <P>rint?]

<Keys=F1> <Exit=Esc X> <Print=Esc P> <New Criteria=Esc C>

Char Mode: Replace Page 15 Count: *0

User's Handbook Section 3.3 - Page 1

CASE151F BLM - On-line Case Abstract - Case Header Information 03-APR-93

Geo St Land Ofc Prefix Ser Num Suffix

Adm State Geo State

Claim Name

Case Type 011111 0&G LSE NONCOMP PUB LAND

Case Type Legal Text 02-25-1920;041STAT0437;30USC226

Case Status 02 PENDING

Last Action 12-JUN-1992 112 FOOTL INFO ROSTD

FRC Site

FRC Acc Num

FRC Box Num

FRC Box Qty

FRC Disp Date

FRC Loc Code

Case Acres 456.4500

Disturbed Acres

Case Acres Balance 846.6800

Enter a new option or 0 for option menu.

<Key=F1> <Exit=Esc X> <Nxt Case=EscDn> <Prv Case=EscUp> <New Crit=Esc C>

Char Mode: Replace Page 1 Count: *0

User's Handbook Section 3.3 - Page 2

CASE151F BLM - On-line Case Abstract - Customer Case Information 01-JUL-92

Geo St Land Ofc Prefix Ser Num Suffix

MARK JOHN W Int Rel

GENERAL DELIVERY Pct Int

QUINWAGAK, AK 99655 Cust ID 000028532

Int Rel

Pct Int

Cust ID

Int Rel

Pct Int

Cust ID

Enter a new option or 0 for option menu.

<Key=F1> <Exit=Esc X> <Nxt Case=EscDn> <Prv Case=EscUp> <New Crit=Esc C>

Char Mode: Replace Page 2 Count: *0

User's Handbook Section 3.3 - Page 3

CASE151F BLM - On-line Case Abstract - Case Land Information (Brief) 01-JUL-92

Case Serial Number Act Date 01-OCT-1991 Cnty/Bor

Act/Land ACT CONVERTED (JC) DO ANCHORAGE DISTRICT

Case Status CLOSED Adm Agcy RA

Land Stat Doc Type Doc Num Case Type 256100 NR CALISTA

Num	Stat	P	Mer	Twp	Rng	Sec	Aliquot	Srvy	Type/Num	TR	BK	LT	Acres
00001	CU		28	0050S	0690W	030		USS	009542			3	32.0000
00003	CU		28	0050S	0690W	017		USS	009539			2	79.9500
00004	CU		28	0050S	0690W	021		USS	009540				39.9800
00002	CU		28	0050S	0690W	025		USS	009542			3	7.9700

<Key=F1> <Exit=Esc X> <Nxt Case=EscDn> <Prv Case=EscUp> <New Crit=Esc C>

Use the arrow keys to view records, or enter the number of a new page to view

Char Mode: Replace Page 3 Count: *4

User's Handbook Section 3.3 - Page 4

CASE151F BLM - On-line Case Abstract - Case Land Information (Comp) 01-JUL-93
Geo St 70 Land Ofc RA Prefix Ser Num 031279 Suffix

Land Num	Mer	Top	Ang	Sec	Type	Surveys Num	Dir	Frac	Suf	Alliquot
00001	00	00500	0000	000	USG LOT	009542				

Free Format

Cnty/Bor DO 04 ANCHORAGE DISTRICT
RA
Native Reg 03 CALISTA
Adm Agcy ANCSA Code 0

Acres 32.0000
ROW Width

Last Act 01-OCT-1991 022 ACT CONVERTED (JC)
Enter a new option 0 or 0 for option menu.

<Keys=KP1> <Exit=Esc X> <Nxt Case=EscDn> <Prv Case=EscUp> <New Crit=Esc C>

Char Mode: Replace Page 4 Count: *0

User's Handbook Section 3.3- Page 5

CASE151F BLM - On-line Case Abstract - Action Information 01-JUL-93

Case Serial Number 031279 Case Type 56100 Rept Num Money Amt
Doc Type/Num 031279 Assmt Yr Book Num Acct Adv
2nd Date Desc Abnd Yr Page Num Pend Enty
Vol ID

Num	Act Date	P	Act Code/Description	Act Ranks	2nd Date
001	05-DEC-1979	001	APPLICATION FILED	APPLICATION RECEIVED	
002	05-DEC-1979	001	APPLICATION FILED	APPLICATION RECEIVED	
003	05-DEC-1979	001	APPLICATION FILED	APPLICATION RECEIVED	
004	20-OCT-1982	042	FANNY BARR CLASS PET		
005	20-OCT-1982	042	FANNY BARR CLASS PET		
006	20-OCT-1982	042	FANNY BARR CLASS PET		
007	06-JUN-1983	152	REPORT REQUESTED	BIA	
008	06-JUN-1983	152	REPORT REQUESTED	BIA	
009	06-JUN-1983	152	REPORT REQUESTED	BIA	
010	04-NOV-1983	127	CONSENT ADJ/LMTD WAIV		

<Keys=KP1> <Exit=Esc X> <Nxt Case=EscDn> <Prv Case=EscUp> <New Crit=Esc C>

Use the arrow keys to view records, or enter the number of a new page to view.

Char Mode: Replace Page 5 Count: 10

User's Handbook Section 3.3 - Page 6

CASE151F BLM - On-line Case Abstract - U.S. Rights Information 01-JUL-93
Geo St Land Ofc RA Prefix Ser Num 031279 Suffix

Land Num	Mer	Top	Ang	Sec	Type	Surveys Num	Dir	Fr	Sf
00001	00	00500	0000	000	USG LOT	009542			

Cnty/Bor DO 04 ANCHORAGE DISTRICT
RA
Adm Agcy

US Rights 145 DITCHES OR CANALS

Alliquot
Free Format
Sq Ft
Acres 32.0000

Last Act 01-OCT-1991 022 ACT CONVERTED (JC)
Enter new option 0 or 0 for option menu.

<Keys=KP1> <Exit=Esc X> <Nxt Case=EscDn> <Prv Case=EscUp> <New Crit=Esc C>

Char Mode: Replace Page 6 Count: *0

User's Handbook Section 3.3 - Page 7

```

BLM - On-line Case Abstract - Units/Commodity Information 01-JUL-92
Geo St 11 Land Ofc 1A Prefix 1 Ser Num 031270 Suffix 1

Act Num  Act Date  Act Code  Act Rms
00:  00000000  000  00000000  00000000

Cmnty Code  Meas Code  Meas Qty  Money Amt
00000000  00000000  00000000  00000000

Cmnty Code  Meas Code  Meas Qty  Money Amt
00000000  00000000  00000000  00000000

Cmnty Code  Meas Code  Meas Qty  Money Amt
00000000  00000000  00000000  00000000

Enter a new option 1 or 2 for option menu.

Working
Char Mode: Replace  Page 7  Count: *0

```

User's Handbook Section 3.3- Page 8

```

CASE151F BLM - On-line Case Abstract - Financial Information 81-JUL-92
Geo St 01 Land Ofc 00 Prefix  Ser Num 031272 Suffix 
Act Date Act Code Receipt Money Amt
Total for this case: 
Enter a new option 1 or 0 for option menu.
<Key>=KP1> <Exit=Esc X> <Nxt Case=EscDn> <Prv Case=EscUp> <New Crit=Esc C>
Query caused no records to be retrieved
Char Mode: Replace Page 8 Count: *0

```

User's Handbook Section 3.3 - Page 9

```

CASE151F  BLM - On-line Case Abstract - Geographic Name Information  01-JUL-92
Geo St  1  Land Ofc  9A  Prefix  1  Ser Num  031279  Suffix  1

Geographic Names

Enter a new option 13 or 0 for option menu.

<Key>=KP1> <Exit>=Esc X> <Nxt Case>=EscDn> <Prv Case>=EscUp> <New> Crit=Esc C>

Query caused no records to be retrieved
Char Mode: Replace  Page 9                      Count: *0

```

User's Handbook Section 3.3 - Page 10

CASE151F		BLM - On-line Case Abstract - General Remarks Information		01-JUL-92
Geo St	Land Ofc	Prefix	Ser Num	Suffix
			031279	
General Remarks				
FINAL PROTEST DATE 7/3/84.				
PAR A,B&C IN PPP WIN # 1562				
Enter a new option 1 on 0 for option menu.				
<keys=F1> <Exit=Esc X> <Nxt Case=EscDn> <Prv Case=EscUp> <New Crit=Esc C>				
Char Mode: Replace			Page 10	Count: *0

User's Handbook Section 3.3- Page 11

CASE151F		BLM - On-line Case Abstract - Parcel Occupancy Information		01-JUL-92
Geo St	Land Ofc	Prefix	Ser Num	Suffix
			031279	
Par	Occupancy	Last Action		2nd Date/Type
Code	Date	Act Date	Act Code	
	01-AUG-1950	27-MAR-1991	860	ALLOTMENT CERT ISSUED
	01-AUG-1950	27-MAR-1991	860	ALLOTMENT CERT ISSUED
	01-AUG-1950	27-MAR-1991	860	ALLOTMENT CERT ISSUED
Enter a new option 0 on 0 for option menu.				
<keys=F1> <Exit=Esc X> <Nxt Case=EscDn> <Prv Case=EscUp> <New Crit=Esc C>				
Char Mode: Replace			Page 11	Count: *0

User's Handbook Section 3.3 - Page 12

CASE151F		BLM - On-line Case Abstract - Case Status Information		01-JUL-92
Geo St	Land Ofc	Prefix	Ser Num	Suffix
			031279	
Act Date	P	Act Code	Case Status	
Enter a new option 0 on 0 for option menu.				
<keys=F1> <Exit=Esc X> <Nxt Case=EscDn> <Prv Case=EscUp> <New Crit=Esc C>				
Working ...				
Char Mode: Replace			Page 12	Count: *0

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(CASE153F - Pages 1 – 3) Add Actions to a Range of Serial Numbers

The Add Actions to a Range of Serial Numbers (CASE153F) contains three pages of entry fields for you to add action records to consecutive cases of the same case type within the System.

User’s Handbook Section 5.5 - Page 1

CASE153F

BLM Interim LIS

13-JUL-92

Add Action Records for Range of Serial Numbers - Selection Criteria

Lower Limit

Geo State

Land Ofc

Prefix

Ser Num

Suffix

--And--

Upper Limit

Geo State

Land Ofc

Prefix

Ser Num

Suffix

Case Type

This form adds Action records to a range of Serial Numbers. All Serial Numbers must have the same Geographic State and Land Office, and all cases must be the same Case Type.

<Show Keys=F1> <Exit=Esc X>

Char Mode: Replace Page 1

Count: *0

User’s Handbook Section 5.5 - Page 2

CASE153F

BLM Interim LIS

13-JUL-92

Add Action Records for Range of Serial Numbers (Brief)

Case Type

Serial Num Range: To

Act Date	Act Code	Act Rks	BLM Pend Enty	Other Pend Enty	Ofc Code	Emp Intl	B/ C

<Show Keys=F1> <Exit=Esc X> <Add Another Record=F6>

Field must be entered

Char Mode: Replace Page 2

Count: *0

User's Handbook Section 5.5 - Page 3

.RSE153F		BLM Interim LIS		13-JUL-91	
Add Action Records for Range of Serial Numbers (Comprehensive)					
Case Type		011111			
Serial Num Range:		FF	084777	To	FF 084781
Act Date		01-JAN-1992		Act Code	001 APPLICATION RECEIVED
2nd Date		Money Amt			
2nd Date Type					
Rcpt Num		Doc Type	-- Alaska --		
Book Num		Doc Num	Par Code		
Page Num		Assnt Yr			
Vol ID		Aband Yr			
		Ofc Code		Empl Intl	00
Char Mode: Replace Page 3					
Count: *0					

(CASE154F) Add General Remarks to Range of Serial Numbers

The Add General Remarks to Range of Serial Numbers Form (CASE154F) contains one page of entry fields for you to add general remarks simultaneously to consecutive cases within the System. All general remarks are simply appended to any existing general remarks records on the case(s) entered.

User's Handbook Section 5.6

CASE154F

BLM Interim LIS

27-MAR-92

Add General Remarks to a Range of Serial Numbers

Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix
Beginning					
Ending					

<Show> <Key=>P1> <Exit=>Esc X>

101

Char Mode: Replace Page 1

Count: *0

This page intentionally left blank.

(CASE155F - Pages 1 – 6) Establish Block of New Cases and Generate Accounting Advice

This form establishes one or more cases and generates a single accounting advice receipt for all of the cases established.

User’s Handbook Section 5.4 - Page 1

CASE155F

BLM Interim LIS

13-JUL-91

Establish Block of New Cases - Serial Number Range Selection

Enter in the desired Geo State and Land Office:

Geo State Land Ofc

Enter in the desired number of Serial Numbers needed:

<Show> Keys=F1 <Exit>=Esc X

100

Char Mode: Replace Page 1

Count: *0

User’s Handbook Section 5.4 - Page 2

CASE155F

BLM Interim LIS

13-JUL-91

Establish Block of New Cases - Case Header Record

Geo State Land Ofc Prefix Ser Num Suffix

Current Ser Num:

Serial Num Range: To

Case Type

Claim Name

Dstrb Acres

Case Acres

<Show> Keys=F1 <Exit>=Esc X

100

Char Mode: Replace Page 2

Count: *0

User's Handbook Section 5.4 - Page 3

CASE155F		BLM Interim LIS					13-JUL-92	
Establish Block of New Cases - Customer Link Record								
Case Ser Num:	Geo State	Land Ofc	Prefix	Ser Num	Suffix			
	IL	IF						
Customer ID								
Name Num								
Address Num								
Int Rel							Pct Int	
<Show Keys=F.P1> <Exit=Esc X> <Add Another Record=F.P6>								
Char Mode: Replace Page 3 Count: *0								

User's Handbook Section 5.4 - Page 4

CASE155F		BLM Interim LIS					13-JUL-92	
Establish Block of New Cases - Case Land Record								
Case Ser Num:	Geo State	Land Ofc	Prefix	Ser Num	Suffix			
	IL	IF						
Land Num	Survey							
Mer Twn	Rng	Sec	Type Num	Dir	Frac	Suff	Aliquot	
or								
Geo St Cnty/Bor	Free Format							
Row Width	Sq Ft	Case Land Acres						
DO	RA	NR	Adm Agcy	ANCSA Code	Ofc Code	Emp Int		
<Show Keys=F.P1> <Exit=Esc X> <Add Another Record=F.P6>								
Char Mode: Replace Page 4 Count: *0								

User's Handbook Section 3.3 - 5.4 - Page 5

CASE155F		BLM Interim LIS					13-JUL-92	
Establish Block of New Cases - Action Record (Brief)								
Case Ser Num:	Geo State	Land Ofc	Prefix	Ser Num	Suffix			
	IL	IF						
Act Num	Act Date	Act Code	Act Ranks	BLM Pend Enty	Other Pend Enty	B/C		
001								
<Show Keys=F.P1> <Exit=Esc X> <Add Another Record=F.P6>								
Char Mode: Replace Page 5 Count: *0								

User's Handbook Section 5.4 - Page 6

CASE155F		BLM Interim LIS				13-JUL-92	
Establish Block of New Cases - Action Record (Comprehensive)							
Case Ser Num		Geo State	Land Ofc	Prefix	Ser Num	Suffix	
11		FF					
Act Num 001		Act Date 01-JAN-1991		Act Code 001		APPLICATION RECEIVED	
2nd Date		Money Amt					
2nd Date Type							
Rcpt Num		Doc Type		-- Alaska --			
Book Num		Doc Num		Par Code			
Page Num							
Vol ID							
				Ofc Code	Empl Intl RF		
<Show Keys=F1> <Exit=Esc X>							
LOH							
Char Mode: Replace Page 6				Count: *0			

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(CASE159F)

Add Claim Name to Random Serial Numbers

This form allows you to add a claim name to existing mining claim cases that have not yet received a claim name in the automated file.

User's Handbook Section 5.9

CASE159F		BLM Interim LIS		29-MAY-92	
ADD CLAIM NAME					
Geo State	Land Ofc	P	Ser Num	Suffix	Claim Name

<Show Keys=F1> <Commit=F0> <Exit=Esc X> 100

Char Mode: Replace Page 1 Count: 00

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(CASE161F - Pages 1 – 2) Add General Remarks to Random Serial Numbers

The Add General Remarks to Random Serial Numbers (CASE161F – Page 1) contains one page to enter multiple serial numbers and one page (CASE161F – Page 2) of entry fields for you to add general remarks simultaneously to entered cases.

User's Handbook Section 5.7

Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix
--------------	-----------	----------	--------	---------	--------

<Show Keys=KP1> <Remarks Page=Esc B> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *0

User's Handbook Section 5.7

Remarks

<Ins Line=KP6> <Del Line=Esc D> <S/N Page=Esc U> <Exit=Esc X>

Char Mode: Replace Page 2 Count: *0

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(CASE162F - Pages 1 - 3)

Accounting Advice for Random Serial Numbers

This form generates a single accounting advice receipt for multiple cases, e.g., for a group of mining claims or oil and gas leases, where the customer is the same for all cases.

User's Handbook Section 8.5 - Page 1

CASE162F		BLM Interim LIS				6-MAY-92	
Accounting Advice for Random Serial Numbers - Page 1							
Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix		
Date	Ofc Code	Empl Intl	Cashier Num	Collection Method	Check Num	Date Received	
Time							
Name Num	Cust ID				Remitter Name		
Addr Num				Address			
				1.			
				2.			
				City	State	Zip	
<Show> Keys=KPI <Exit>=Esc X							
101							
Char Mode: Replace Page 1				Count: *0			

User's Handbook Section 8.5 - Page 2

CASE162F		BLM Interim LIS				6-MAY-92	
Accounting Advice for Random Serial Numbers - Page 2							
Case Ser Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix		
	HI	HA		042123			
Remarks							
1				6			
2				7			
3				8			
4							
5							
Serial Number	Act Code	Actn Date	Fund Code	Fund Symbol	Money Type	Money Amount	Asst P Yr Cd
HA 042123							
						Total	.00
<Show> Keys=KPI <Exit>=Esc X							
Char Mode: Replace Page 2				Count: *0			

User's Handbook Section 8.5 - Page 3

CASE162F		BLM Interim LIS			06-MAY-92	
Accounting Advice for Random Serial Numbers						
Case Serial Num	Geo State	Land Ofc	Prefix	Ser Num	Suffix	
	II	AA		048128		
Actn Acct Adv 00000000						
Do you want to print an accounting advice report? Y						
Destination						
<Show Keys=F1> <Exit=Esc X>						
Transaction completed -- 3 records processed.						
Char Mode: Replace			Page 5		Count: *0	

(CASE164F) Update MMS Finance Transfer Transactions

Use this form to enter and update MMS transfer transactions, specifically financial (money) actions for monies received by MMS for BLM cases.

User's Handbook Section 1.4.5

CASE164F

BLM Interim LIS

09-JUL-92

Update MMS Finance Transfer Transactions

Employee Initials

Office Code

Geo State

Land Ofc

Prefix

Ser Num

Suffix

Case Type

Case Ser Num

Action Number

Action Date

Act Cde

Action Remarks

Money Amount

Do you really want to delete this record? Y

<Show Keys=KPI> <Exit=Esc X>

Char Mode: Replace Page 1

Count: *8

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(CASE165F) Add MMS Finance Transfer Transactions

Use this form to enter MMS transfer transactions, specifically financial (money) actions for monies received by MMS for BLM cases, on one or more cases at a time.

User's Handbook Section 1.4.6

```

  A6E165F          BLM Interim LIS          10-JUL-90
                Add MMS Finance Transfer Transactions

Employee Initials  Office Code

Geo Land P      S      Action      Act      Action      Money
St Offc x Serial f      Date      Cde      Remarks      Amount
  1  2  3  4  5  6  7  8  9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 00

<Show Keys=KP1> <Exit=Esc X>

Char Mode: Replace Page 1                      Count: *0
  
```

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(CASE200F) Serial Number List by Case Type Report

The Serial Number List by Case Type Report (CASE200F) produces a 132-column list of case serial numbers for a specified case type. The Serial Number List by Case Type Report contains the following data: case type, district, case status, case serial number, case status total, district total, case type total. The report sorts by case type, district, case status, and case serial number.

User's Handbook Section 2.7.5

CASE200F		BUREAU OF LAND MANAGEMENT - INTERIM LIS			
ADM-STATE: ALASKA		SERIAL NUMBER LIST BY CASE TYPE			
COUNCIL: ALA_0101_0000		= 04			
CASE CASETYPE CODE		= 331131			
CASE STATUS CODE		= 03			
CASE200F		BUREAU OF LAND MANAGEMENT - INTERIM LIS			
ADM-STATE: ALASKA		SERIAL NUMBER LIST BY CASE TYPE			
DISTRICT: MICHIGAN DISTRICT OFFICE		CASE TYPE = 331131 VEN-ALASKA VILLAGE			
CASE STATUS: PENDING					
SERIAL NUMBER	SERIAL NUMBER	SERIAL NUMBER	SERIAL NUMBER	SERIAL NUMBER	SERIAL NUMBER
ALAA 006645	ALAA 006646	ALAA 006647	ALAA 006648	ALAA 006649	ALAA 006650
ALAA 006651	ALAA 006652	ALAA 006653	ALAA 006654	ALAA 006655	ALAA 006656
ALAA 006657	ALAA 006658	ALAA 006659	ALAA 006660	ALAA 006661	ALAA 006662
ALAA 006663	ALAA 006664	ALAA 006665	ALAA 006666	ALAA 006667	ALAA 006668
ALAA 006669	ALAA 006670	ALAA 006671	ALAA 006672	ALAA 006673	ALAA 006674
ALAA 006675	ALAA 006676	ALAA 006677	ALAA 006678	ALAA 006679	ALAA 006680
ALAA 006681	ALAA 006682	ALAA 006683	ALAA 006684	ALAA 006685	ALAA 006686
ALAA 006687	ALAA 006688	ALAA 006689	ALAA 006690	ALAA 006691	ALAA 006692
ALAA 006693	ALAA 006694	ALAA 006695	ALAA 006696	ALAA 006697	ALAA 006698
ALAA 006699	ALAA 006700	ALAA 006701	ALAA 006702	ALAA 006703	ALAA 006704
ALAA 006705	ALAA 006706	ALAA 006707	ALAA 006708	ALAA 006709	ALAA 006710
ALAA 006711	ALAA 006712	ALAA 006713	ALAA 006714	ALAA 006715	ALAA 006716
ALAA 006717	ALAA 006718	ALAA 006719	ALAA 006720	ALAA 006721	ALAA 006722
ALAA 006723	ALAA 006724	ALAA 006725	ALAA 006726	ALAA 006727	ALAA 006728
ALAA 006729	ALAA 006730	ALAA 006731	ALAA 006732	ALAA 006733	ALAA 006734
ALAA 006735	ALAA 006736	ALAA 006737	ALAA 006738	ALAA 006739	ALAA 006740
ALAA 006741	ALAA 006742	ALAA 006743	ALAA 006744	ALAA 006745	ALAA 006746
ALAA 006747	ALAA 006748	ALAA 006749	ALAA 006750	ALAA 006751	ALAA 006752
ALAA 006753	ALAA 006754	ALAA 006755	ALAA 006756	ALAA 006757	ALAA 006758
ALAA 006759	ALAA 006760	ALAA 006761	ALAA 006762	ALAA 006763	ALAA 006764
ALAA 006765	ALAA 006766	ALAA 006767	ALAA 006768	ALAA 006769	ALAA 006770
ALAA 006771	ALAA 006772	ALAA 006773	ALAA 006774	ALAA 006775	ALAA 006776
ALAA 006777	ALAA 006778	ALAA 006779	ALAA 006780	ALAA 006781	ALAA 006782
ALAA 006783	ALAA 006784	ALAA 006785	ALAA 006786	ALAA 006787	ALAA 006788
ALAA 006789	ALAA 006790	ALAA 006791	ALAA 006792	ALAA 006793	ALAA 006794
ALAA 006795	ALAA 006796	ALAA 006797	ALAA 006798	ALAA 006799	ALAA 006800
ALAA 006801	ALAA 006802	ALAA 006803	ALAA 006804	ALAA 006805	ALAA 006806
ALAA 006807	ALAA 006808	ALAA 006809	ALAA 006810	ALAA 006811	ALAA 006812
ALAA 006813	ALAA 006814	ALAA 006815	ALAA 006816	ALAA 006817	ALAA 006818
ALAA 006819	ALAA 006820	ALAA 006821	ALAA 006822	ALAA 006823	ALAA 006824
ALAA 006825	ALAA 006826	ALAA 006827	ALAA 006828	ALAA 006829	ALAA 006830
ALAA 006831	ALAA 006832	ALAA 006833	ALAA 006834	ALAA 006835	ALAA 006836
ALAA 006837	ALAA 006838	ALAA 006839	ALAA 006840	ALAA 006841	ALAA 006842
ALAA 006843	ALAA 006844	ALAA 006845	ALAA 006846	ALAA 006847	ALAA 006848
ALAA 006849	ALAA 006850	ALAA 006851	ALAA 006852	ALAA 006853	ALAA 006854
ALAA 006855	ALAA 006856	ALAA 006857	ALAA 006858	ALAA 006859	ALAA 006860
ALAA 006861	ALAA 006862	ALAA 006863	ALAA 006864	ALAA 006865	ALAA 006866
ALAA 006867	ALAA 006868	ALAA 006869	ALAA 006870	ALAA 006871	ALAA 006872
ALAA 006873	ALAA 006874	ALAA 006875	ALAA 006876	ALAA 006877	ALAA 006878
ALAA 006879	ALAA 006880	ALAA 006881	ALAA 006882	ALAA 006883	ALAA 006884
ALAA 006885	ALAA 006886	ALAA 006887	ALAA 006888	ALAA 006889	ALAA 006890
ALAA 006891	ALAA 006892	ALAA 006893	ALAA 006894	ALAA 006895	ALAA 006896
ALAA 006897	ALAA 006898	ALAA 006899	ALAA 006900	ALAA 006901	ALAA 006902
ALAA 006903	ALAA 006904	ALAA 006905	ALAA 006906	ALAA 006907	ALAA 006908
ALAA 006909	ALAA 006910	ALAA 006911	ALAA 006912	ALAA 006913	ALAA 006914
ALAA 006915	ALAA 006916	ALAA 006917	ALAA 006918	ALAA 006919	ALAA 006920
ALAA 006921	ALAA 006922	ALAA 006923	ALAA 006924	ALAA 006925	ALAA 006926
ALAA 006927	ALAA 006928	ALAA 006929	ALAA 006930	ALAA 006931	ALAA 006932
ALAA 006933	ALAA 006934	ALAA 006935	ALAA 006936	ALAA 006937	ALAA 006938
ALAA 006939	ALAA 006940	ALAA 006941	ALAA 006942	ALAA 006943	ALAA 006944
ALAA 006945	ALAA 006946	ALAA 006947	ALAA 006948	ALAA 006949	ALAA 006950
ALAA 006951	ALAA 006952	ALAA 006953	ALAA 006954	ALAA 006955	ALAA 006956
ALAA 006957	ALAA 006958	ALAA 006959	ALAA 006960	ALAA 006961	ALAA 006962
ALAA 006963	ALAA 006964	ALAA 006965	ALAA 006966	ALAA 006967	ALAA 006968
ALAA 006969	ALAA 006970	ALAA 006971	ALAA 006972	ALAA 006973	ALAA 006974
ALAA 006975	ALAA 006976	ALAA 006977	ALAA 006978	ALAA 006979	ALAA 006980
ALAA 006981	ALAA 006982	ALAA 006983	ALAA 006984	ALAA 006985	ALAA 006986
ALAA 006987	ALAA 006988	ALAA 006989	ALAA 006990	ALAA 006991	ALAA 006992
ALAA 006993	ALAA 006994	ALAA 006995	ALAA 006996	ALAA 006997	ALAA 006998
ALAA 006999	ALAA 007000				

CASE200F

BLM Interim LIS

07-AUG-92

Serial Number List by Case Type - Selection Criteria

Case Type

opt→ District

opt→ Case Status

Destination: HQ

Queue Type: 1

<Show Keys=F1> <Submit Report=F10> <Exit=Esc X>

Char Mode: Replace Page 1

Count: *0

**(CASE201F) Serial Numbers by
Case Type/Doc Type Report**

The Case Totals by Case Type/Doc Report (CASE201F) produces a 132-column summary report of the number of cases and acres for each document type with the case type(s) and geographic area specified.

User's Handbook Section 2.7.6

CASE#2018		BUREAU OF LAND MANAGEMENT - INTERIM LIS				14-MAY-91	
ADM-STATE: ALASKA		SERIAL NUMBERS BY CASE TYPE/DOC				PAGE 1	
ACT-CL_CODE	=	501					
CASE_CASETYPE_CODE	=	116100					
CASELAND_USE_CODE	=	13					
CASELAND_TYP_MIN	=	00100					
CASELAND_TYP_MAX	=	00100					
CASE#2018		BUREAU OF LAND MANAGEMENT - INTERIM LIS				14-MAY-91	
ADM-STATE: ALASKA		SERIAL NUMBERS BY CASE TYPE/DOC				PAGE 1	
CASE TYPE: ALASKA NATIVE ALLIANCE							
SERIAL NUMBER	FILING DATE	CASE	DATE	DESCRIPTION	CASE	DATE	DESCRIPTION
ALASKA 874843	01-MAY-1977	879	07-MAY-1986	EXTEND ISSUED	879	28-FEB-1987	EXTEND ISSUED
		879	18-NOV-1987	EXTEND ISSUED	112	18-MAY-1987	AMTTL EXTEND ISSUED
CONTAINER NAME: BAKKING STOVES		STAR NOTE 1: BOX 3540				RECEIVED AS 99502	
AND ADDRESS :							
DOCUMENT TYPE & NUMBER: DA 970394		PARCEL CODE = A					
DOCUMENT TYPE & NUMBER: DA 080892		PARCEL CODE = B					
DOCUMENT TYPE & NUMBER:		PARCEL CODE = C					
CASE#2018		BUREAU OF LAND MANAGEMENT - INTERIM LIS				14-MAY-91	
ADM-STATE: ALASKA		SERIAL NUMBERS BY CASE TYPE/DOC				PAGE 1	
		TYPE					
CASE TYPE/DESCRIPTION	CASE STATUS	DOCUMENT TYPE	NO. CASES	TOTALS			
116100 ALASKA NATIVE ALLIANCE	PENDING		1	0.0000			
			1	0.0000			
			1	0.0000			

```

.H=E201P                                BLM Interim LIS                                07-AUG-92
Serial Numbers by Case Type / Doc - Selection Criteria

[Mask Code]          -- or --          [Case Type]
[Window Code]        -- or --        [Mer]   [Twp]   [Rng]
Act Code(s)  1  2  3  4  5  6  7  8  9  10

Destination : FRQ                               Queue Type : I

<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>

Char Mode: Replace Page 1                               Count: **

```


(CASE202F) Serial Number List by Date Created Report

The Serial Number List by Date Created Report (CASE202F) produces a 132-column list of case serial numbers. The Serial Number List by Date Created Report contains the following data elements: case serial number, case status, last action code, date and description.

User's Handbook Section 2.7.7

CASE202F					BUREAU OF LAND MANAGEMENT - INTERIM LIS				
ADM-STATE: AL					SERIAL NUMBERS BY DATE CREATED				
Action code: 001 and 052 only					Employee ID: LEON				
BEGINNING: 01-JAN-1992					ENDING: 04-AUG-1992				
SERIAL NUMBER	1ST ACTION DATE	CASE TYPE AND DESCRIPTION	DATE CASE ADDED						
LEFF 000602	23-JAN-1992	344201 MC- PLACER CLAIM	27-JAN-1992						
LEFF 000603	23-JAN-1992	344201 MC- PLACER CLAIM	27-JAN-1992						
LEFF 000646	23-JAN-1992	344201 MC- PLACER CLAIM	27-JAN-1992						
LEFF 000645	23-JAN-1992	344201 MC- PLACER CLAIM	27-JAN-1992						
LEFF 000603	23-JAN-1992	311111 OAG LEE NONCOMP FOR	27-JAN-1992						
LEFF 000602	23-JAN-1992	311111 OAG LEE NONCOMP FOR	27-JAN-1992						
LEFF 000654	23-JAN-1992	311111 OAG LEE NONCOMP FOR	27-JAN-1992						

CASE202F
BLM Interim LIS
07-AUG-92

Cases Created for A Specific Date Range Report - Selection Criteria

Employee Id

Date Range To 07-AUG-1992

Note: Entering a large date range will slow down response time for this report.

Destination FPO Queue Type I

<Show Key=MPI> <Submit Report=MPQ> <Exit=Esc X>

Enter valid EMPLOYEE ID. Press enter to continue

Char Mode: Replace Page 1 Count: 100

(CASE203F) Case Totals by Case Type/Status Report

The Case Totals by Case Type/Status Report (CASE203F) produces a 132-column report listing the total number of cases for each district specified, by case type and case status. The Case Totals by Case Type/Status Report contains the following data: total cases by case type, case status, district and case type. The report sorts by ascending district (if applicable), case type and case status.

(report output
unavailable at time of
documentation publication)

User's Handbook Section 2.2

CASE203F

BLM Interim LIS

07-AUG-92

Case Totals by District /Case Type/Status - Selection Criteria

Select 1 to 10 Districts

1

2

3

4

5

6

7

8

9

10

Select 1 to 6 Status Codes

1

2

3

4

5

6

Casetype

or

Casetype Mask Code

Destination

FRQ

Queue Type

<Show Keys=KP1>

<Submit Report=KP0>

<Exit=Esc X>

Char Mode: ReplacePage 1Count: *0

(CASE206F) Township Serial Number Extract Report

The Township Serial Number Extract Report (CASE206F) produces a 132-column detail report of case township data broken out by case serial number, displaying the case type and total case land records and case land acres. The Township Serial Number Extract Report contains the following data elements for the township entered in the selection criteria: case serial number, case type and description, number of case land descriptions per case, total number of case land acres per case. The report sorts by ascending case serial number.

User's Handbook Section 2.5.5

BUREAU OF LAND MANAGEMENT - INTERIM LIS				
TOWNSHIP SERIAL NUMBER EXTRACT				
CASE206F				
ALASKA				
SERIAL NUMBER				
TOWNSHIP				
RANGE				
SERIAL NUMBER	CASE TYPE AND DESCRIPTION	TOTAL CASE LANDS	TOTAL ACRES	
AKL 007880	146000 TOWN SITE TIMBER	1	0.0010	
AKL 010780	146000 1A SMALL TIMBER SALM	1	1970.0000	
AKL 010820	146000 1A SMALL TIMBER SALM	1	0.0010	
AKL 010970	146000 1A SMALL TIMBER SALM	1	0.0010	
AKL 010610	146000 1A SMALL TIMBER SALM	1	0.0010	
AKL 012557	146000 1A SMALL TIMBER SALM	1	0.0010	
AKL 012559	146000 1A SMALL TIMBER SALM	1	0.0010	
AKL 012576	146000 1A SMALL TIMBER SALM	1	0.0010	
AKL 006801	251120 AIRPORT LENSES	1	193.0000	
AKL 006400	251120 VOL-TOWN SITE	13	2410.0000	
AKL 012600	251120 TOWN & LOG ROAD-TOWN LAND	1	0.0010	
AKL 022139	222170 VOL-FS MISCELLANEOUS	0	2210.0000	

CASE206F

BLM Interim LIS

00-JUL-92

Township Serial Number Extract Report - Selection Criteria

Meridian

Township

Range

Destination: PRQ

Queue Type: I

<Show Keys=KP1> <Submit Report=MP0> <Exit=Esc X>

Char Mode: Replace Page 1

Count: *0

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(CASE208 - Pages 1 and 2)
Serial Numbers by LD/Customer Report

The Serial Numbers by LD/Customer Report (CASE208F) produces a 132-column report of case header information with land descriptions and customers for each case meeting the selection criteria. The Serial Numbers by LD/Customer Report contains the following data: case serial number, case type, case status, claim name, geo name, district, meridian, township, range, section, aliquot part, parcel code, customer ID, name number and customer name.

User's Handbook Section 2.7.8 - Page 1

[illegible]

```

CASE206F                                BLM Interim LIS                                07-AUG-92
Serial Number by LD/Customer - Selection Criteria

One of these --->
Mandatory

District      Window Code
  [ ]      --or--  [ ]

Mer Twn      Rng      Sec
  [ ]      [ ]      [ ]

Case Status
  1  2  3
  [ ] [ ] [ ]
  4  5  6
  [ ] [ ] [ ]

Mask Code      Case
  [ ]      --or--  Type
                    1  2  3  4  5
                    [ ] [ ] [ ] [ ] [ ]
                    6  7  8  9  10
                    [ ] [ ] [ ] [ ] [ ]

Cust ID  1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]
          6 [ ] 7 [ ] 8 [ ] 9 [ ] 10 [ ]

<Show Keys=F1> <Submit Report=F0> <Exit=Esc X>

Char Mode: Replace Page 1                      Count: 140
  
```

User's Handbook Section 2.7.8 - Page 2

CASE208F	BLM Interim LIS Serial Number by LD/Customer - Selection Criteria	10-AUG-92
<div>Qualifying Action Codes</div> <div>Date Range</div> <div>-to-</div> <div>Action Codes</div> <div>Disqualifying Action Codes</div> <div>Date Range</div> <div>-to-</div> <div>Action Codes</div> <div>Action Code/Second Date Type</div>		
Sort Option Abstract (Y/N) Destination R0 Queue Type		
<Show Keys=KP1> <Submit Report=RP0> <Exit=Esc X>		
Char Mode: Replace Page 2 Count: *0		

(CASE209F) Action Code Totals
Used by Case Type Report

The Action Codes Used by Case Type Report (CASE209F) produces a 132-column or 80-column report of all action codes used within a single specified case type or all case types. The Action Codes Used by Case Type Report contains the following information: case type, action code, action description, and action count (number of times an action code is used within the case type). The report sorts by ascending action code or action description depending upon your specifications in the selection criteria.

User's Handbook Section 2.3.2

CASE209F ADM-STATE, ALASKA				BUREAU OF LAND MANAGEMENT - INTERIM LIS ACTION CODE USED BY CASE TYPE				
CASE TYPE: 360910 SURFACE MPT- PLAN								
ACT CD	ACTION DESCRIPTION	ACTION COUNT	ACT CD	ACTION DESCRIPTION	ACTION COUNT	ACT CD	ACTION DESCRIPTION	ACTION COUNT
001	APLW RECD/CASE ESTABLISH	372493	002	AMEND/CORE APLW RQSTO	3724	004	AMEND/CORE APLW RECD	20482
009	APLW WITHDRAWN	3272	072	FILING FRG RECEIVED	38878	082	HOWIES REQUESTED	2726
045	HOWIES RECEIVED	3683	092	REPORT APPROVED	20827	093	APPELL EMTL SET/ADJ	308
112	ADOTL INFO RQSTO	31990	113	ADOTL INFO RECD	20818	120	COMPL EMTL/RPT RQSTO/INT	300
121	COMPL EMTL/RPT COMPLETED	3262	128	MINERAL VAL EMTL RQSTO	803	140	MINERAL EMTL/RPT RQSTO	20818
182	REPORT REQUESTED	3181	183	REPORT RECEIVED	3288	189	ADM-JOIN VERO	2722
176	AUTHORIZATION ISSUED	184411	188	CHANGE OF USE REQUESTED	46	199	CASES CONSOLIDATED	1812

HEE209F

BLM Interim LIS

19-JUL-93

Action Codes Used by Case Type - Selection Criteria

Enter 'X' for Sort Criteria:

Act
Code

--or--

Act
Desc

opt-->

<by case>

Case Type

Destination

PRQ

Width

Queue Type

<Show keys=KF1>

<Submit Report=KF0>

<Exit=Esc X>

Char Mode: Replace

Page 1

Count: *0

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(CASE210F) Action Codes Used by Date/Case Type Report

The Action Codes Used by Date/Case Type Report (CASE210F) produces a 132-column or 80-column report of all action codes used during a particular date range, within a specified case type or mask and maintaining a specified case status. The Action Codes Used by Date/Case Type Report contains the following information: Action Code, Action Description and Action Count (number of times used). The report sorts by ascending action code.

User's Handbook Section 2.2.3

CASE210F BUREAU OF LAND MANAGEMENT - INTERIM LIS					
ADM-STATE: AK ACTION CODES USED BY DATE/CASE TYPE					
ACT	ACTION	ACTION	ACT	ACTION	ACTION
CD	DESCRIPTION	COUNT	CD	DESCRIPTION	COUNT
001	APPLN RECD/CASE ESTABLISH	3	169	ADM-JURIS TRFD	2
317	ORDER ISSUED	3	372	SEGREGATION TERMINATED	1
836	WDL REVOKED	3	970	CASE CLOSED	4
998	AUDITED FOR CONVERSION	3	A22	ACT CONVERTED (JC)	5

CASE210F

BLM Interim LIS

09-JUL-92

Action Codes Used by Date / Case Type - Selection Criteria

Case Type

—or—

Mask Code

Date Rng

To

09-JUL-1992

opt—>

Case Status

Destination

F0

Width

Queue Type

<Show Keys=KP1>

<Submit Report=KP0>

<Exit=Esc X>

Char Mode: Replace

Page 1

Count: *0

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(CASE211F) Serial Number Index Report

The Serial Number Index Report (CASE211F) produces a 132-column list of case serial numbers in the System which meet the selection criteria you enter. The report sorts by ascending case serial number.

CASE#118		BUREAU OF LAND MANAGEMENT - INVERMIL LIT	
ADM-STATE: ALASKA		SERIAL NUMBER INDEX	
CHRG-CHARTER#0008		721121	
CASE#118	ADM-STATE: ALASKA	BUREAU OF LAND MANAGEMENT - INVERMIL LIT	SERIAL NUMBER INDEX
SERIAL NUMBER	SERIAL NUMBER	SERIAL NUMBER	SERIAL NUMBER
ALX 001229	ALXA 006610	ALXA 006610	ALXA 006617
ALXA 006621	ALXA 006622	ALXA 006623	ALXA 006624
ALXA 006625	ALXA 006626	ALXA 006627	ALXA 006628
ALXA 006629	ALXA 006630	ALXA 006631	ALXA 006632
ALXA 006633	ALXA 006634	ALXA 006635	ALXA 006636
ALXA 006637	ALXA 006638	ALXA 006639	ALXA 006640
ALXA 006641	ALXA 006642	ALXA 006643	ALXA 006644
ALXA 006645	ALXA 006646	ALXA 006647	ALXA 006648
ALXA 006649	ALXA 006650	ALXA 006651	ALXA 006652
ALXA 006653	ALXA 006654	ALXA 006655	ALXA 006656
ALXA 006657	ALXA 006658	ALXA 006659	ALXA 006660
ALXA 006661	ALXA 006662	ALXA 006663	ALXA 006664
ALXA 006665	ALXA 006666	ALXA 006667	ALXA 006668
ALXA 006669	ALXA 006670	ALXA 006671	ALXA 006672
ALXA 006673	ALXA 006674	ALXA 006675	ALXA 006676
ALXA 006677	ALXA 006678	ALXA 006679	ALXA 006680
ALXA 006681	ALXA 006682	ALXA 006683	ALXA 006684
ALXA 006685	ALXA 006686	ALXA 006687	ALXA 006688
ALXA 006689	ALXA 006690	ALXA 006691	ALXA 006692
ALXA 006693	ALXA 006694	ALXA 006695	ALXA 006696
ALXA 006697	ALXA 006698	ALXA 006699	ALXA 006700

User's Handbook Section 2.7.3 - Page 1

```

.WSE211F                                BLM Interim LIS                        07-AUG-92
Serial Number Index - Selection Criteria

opt--> [Mask Code]  --or--  [ 1 2 3 4 5
                             [ 6 7 8 9 10 ]
                             [  ] [  ] [  ] [  ] [  ] ]

opt--> [Window Code]  --or--  [Mer Twr Ang Sec
                             [  ] [  ] [  ] [  ] ]

Case Status -> 1 2 3 4 5 6      Land Status  Surv Type

<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>
Char Mode: Replace Page 1                      Count: *0

```

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(CASE217F - Pages 1 – 2) Area Analysis Report

The Area Analysis Report (CASE217F) produces a 132-column summary report of land information, by case type of the cases within the selection criteria, and for each case the number of acres selected, conveyed, rejected/relinquished or withdrawn. The report sorts by ascending case type and serial number or by ascending document type.

[illegible]

User's Handbook Section 2.5.1

```

CASE217F                                BLM Interim LIS                                29-JUL-92
Area Analysis Report - Selection Criteria

[ Window Code      ]      -- or --      [ Mer      Tup      Rng ]
[      ]      [      ]      [      ]      [      ]

[ Mask Code      ]      -- or --      [ Case Type      ]
[      ]      [      ]      [      ]

Destination : PRD                        Queue Type : 1

<Show> Keys=KP1> <Submit Report=KP0> <Exit=Esc X>
Char Mode: Replace  Page 1                        Count: *0

```


User's Handbook Section 2.5.1 - Page 2

CASE217F		BLM Interim LIS		29-AUG-91	
Area Analysis Summary Report - Selection Criteria					
opt-->		Cust ID		opt-->	
1		2		Geo St Land Ofc Pre Ser Num Suff	
3		4			
5		6			
7		8			
9		10			
opt-->		Survey			
Type		Number			
Destination		F0		Queue Type	
<Show Keys=F0> <Submit Report=F0> <Exit=Esc X>					
Char Mode: Replace Page 2 Count: 0					

(CASE219F) Case Summary by Township Report Form

The Case Summary by Township Report (CASE219F) produces a 80-column list of the total number of townships selected, and the total number of cases, case land records, and case land acres with in the specified area. You may limit the report by case type or mask as well. The Case Summary by Township Report, above, contains the following data: total townships, total cases, total lands and total acres within the specified criteria. The report sorts by ascending case type.

User's Handbook Section 2.5.2

CASE219F	BUREAU OF LAND MANAGEMENT - INTERIM LIS
ADM-STATE: ALABAMA	CASE SUMMARY BY TOWNSHIP
TOTAL TOWNSHIPS = 1	
TOTAL CASES = 13	
TOTAL CASE LANDS = 61	
TOTAL ACRES = 13488.7285	
*** END of CASE219F ***	

CASE219F		BLM Interim LIS		09-JUL-92	
Township Summary - Selection Criteria					
Window Code		-- or --		Mer Tup Rng	
[]				[] [] []	
opt--> Mask Code		-- or --		Case Type	
[]				[]	
Destination			Queue Type		
PR0					
<Show Keys=F1> <Submit Report=F0> <Exit=Esc X>					
Char Mode: Replace Page 1 Count: *0					

(CASE220F) Township Exclusion Report

The Township Exclusion Report (CASE220F) produces a 132-column report of township information excluding land records which contain the document type and/or mask code as specified in your selection criteria. The Township Exclusion Report, above, contains the following data: number of acres selected, conveyed, rejected/relinquished or withdrawn. The report sorts by ascending township.

User's Handbook Section 2.5.6

```

CASE220R      BUREAU OF LAND MANAGEMENT - INTERIM LIS
ADM-STATE: AK      TOWNSHIP EXCLUSION

WINDOW CODE: 8

EXCLUSIONS:
  MASK CODE : 2032
  CASE TYPE:

      MERIDIAN      TOWNSHIP      RANGE
      -----
      12             0010N      0010W
      12             0200E      0590E
      12             0300E      0590E
      12             0370E      0640E
      12             0380E      0640E
      12             0400E      0590E
      .
      .
      44             0190N      0070E
      44             0190N      0000W
      44             0190N      0090E

TOTAL NUMBER OF TOWNSHIPS EXCLUDED = 8
  
```

```

PAGE220F                                BLM Interim LIS                        24-JAN-91
Township Exclusion Report - Selection Criteria

                                [ Window Code ]
                                [      ]

opt--> [ Doc Type ]                opt--> [ Mask Code ]
        [      ]

Output Type [ ]                    Queue Type [ ]

<Show Keys=KP1> <Parameters Complete=KP0> <Exit=Esc x>

Char Mode: Replace Page 1                      Count: **0
  
```


(CASE222F) Land Description Totals by Township Report

The Land Description by Township Report (CASE222F) produces a 132-column summary report of the number of land descriptions in all case types or a specified case type within the identified MTR. This report also provides the total acres within each case type and a grand total for all case types. The Land Description Totals by Township Report contains the following data: meridian, township, range, case type and description, number of land descriptions and acres, total number of townships, total case land descriptions and total acres within the specified criteria.

User's Handbook Section 2.5.3

CASE222F		BUREAU OF LAND MANAGEMENT - INTERIM LIS		14-MAY-92	
ADM-STATE: ALASKA		LAND DESCRIPTION TOTALS BY TOWNSHIP		PAGE 1	
CASELAND_MER_CODE	=	28			
CASELAND_TWP_NUM	=	00600			
CASELAND_RNG_NUM	=	02100			
CASE222F		BUREAU OF LAND MANAGEMENT - INTERIM LIS		14-MAY-92	
ADM-STATE: ALASKA		LAND DESCRIPTION TOTALS BY TOWNSHIP		PAGE 1000	
MERIDIAN	TOWNSHIP	RANGE	CASETYPE	LAND DESCRIPTIONS	TOTAL ACRES
230400 N	00600	02100	231170	NEL-SUM-MISCELLANEOUS	23 12085.0000
230400 N	00600	02100	204100	ALASKA NATIVE ALLOTMENT	20 639.7200
TOTAL NUMBER OF TOWNSHIPS = 1					

CASE222F
BLM Interim LIS
29-JUL-92

Land Description Totals by Township - Selection Criteria

Window Code

Meridian Township Range

opt--> Mask Code

Case Type

Destination: FQ
Queue Type:

<Show Keys=F1> <Submit Report=F0> <Exit=Esc X>

Char Mode: Replace Page 1
Count: *8

This page intentionally left blank.

(CASE223F - Pages 1 – 5) Case Abstract Report

The Case Abstract Report produces an 80-column report of a particular case, a series of cases, or group of cases containing specified parameters. The Case Abstract Report contains all case information. The report sorts by ascending serial number. Within each serial number, land descriptions are sorted by MTRS, county, borough, survey type, survey number; actions are sorted by date and time; and general remarks are sorted by line number.

User's Handbook Section 2.1 - Page 1

CASE223F	BLM Interim LIS Case Abstract - Selection Criteria	7-JUL-92
The cases may be selected by one of the following criteria:		
1. Case Abstract by various selection criteria.		
2. Case Abstract by Serial Number.		
3. Case Abstract by first 13 positions of Serial Number.		
Please Select the option you would like: <input type="checkbox"/>		
Destination: <input type="text"/> F0 Queue Type: <input type="text"/>		
<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>		
Char Mode: Replace Page 1 Count: *0		

User's Handbook Section 2.1 - Page 2

CASE223F	BLM Interim LIS Case Abstract - Selection Criteria	8-JUL-92
Selection by Serial Number List		Selection by first 13 positions of Serial Number
Geo St Land Ofc Prefix Ser Num Suffix		Geo St Land Ofc Prefix Ser Num
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
		A Case Abstract will be printed for each case where the Serial Number begins with the thirteen characters above.
<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>		
Char Mode: Replace Page 6 Count: *0		

User's Handbook Section 2.1 - Page 3

CASE223F		BLM Interim LIS		28-JUL-92	
Case Abstract - Selection Criteria					
Geo State	District	Resource Area	Admin Agency	Survey Type	Land Status
opt-->	Window Code	-or-		Mar	Ten
opt-->	Mask Code	-or-		Ang	Sec
		1	2	3	4
		6	7	8	9
		5	10	Case Type	
Case Status ->		1	2	3	4
		5	6		
<Show Keys=KP1> <Submit Report=NP0> <Exit=Esc X>					
Char Mode: Replace Page 3 Count: *0					

User's Handbook Section 2.1 - Page 4

CASE223F		BLM Interim LIS		28-JUL-92	
Case Abstract - Selection Criteria					
Qualifying Action Codes					
Date Range					
-to-					
Action Codes					
Disqualifying Action Codes					
Date Range					
-to-					
Action Codes					
Action Code/Second Date Type					
Doc Type					
BLM Pending Entry					
Other Pending Entry					
<Show Keys=KP1> <Submit Report=NP0> <Exit=Esc X>					
Char Mode: Replace Page 4 Count: *0					

User's Handbook Section 2.1 - Page 5

CASE223F		BLM Interim LIS		28-JUL-92	
Case Abstract - Selection Criteria					
Customer ID			US Rights		
Commodities			Are all Entries Correct?		
<Show Keys=KP1> <Submit Report=NP0> <Exit=Esc X>					
Char Mode: Replace Page 5 Count: *0					

(CASE225F - Pages 1 and 2)

Parcel Totals by Action Code Report

The Parcel Totals by Action Code Report (CASE225F) produces a 132-column report listing the numbered parcels and cases associated with up to ten qualifying and disqualifying action codes that occur within specified data ranges, for a specified case type or mask and MTRS or window. The Parcel Totals by Action Code Report, above, contains the following data: action code, action description, number of parcels and number of cases. The report sorts by ascending action code.

User's Handbook Section 2.3.5 - Page 1

CASE225F		BUREAU OF LAND MANAGEMENT - INTERIM LIS		14-JUL-92
ADM-STATE: ALASKA		PARCEL TOTALS BY ACTION CODE		PAGE 1
CASE CASETYPE_CODE	=	266100		
CASELAND_MER_CODE	=	25		
CASELAND_TWP_RNG	=	06400		
CASELAND_RNG_FUN	=	07400		
CASE225F		BUREAU OF LAND MANAGEMENT - INTERIM LIS		14-JUL-92
ADM-STATE: ALASKA		PARCEL TOTALS BY ACTION CODE		PAGE 1200
ACTION CODE	DESCRIPTION	NUMBER OF PARCELS	NUMBER OF CASES	
001	CASE OFFERED	87	13	
004	SHOW/CASE AFTER RECD	2	1	
005	NON-RESPONDABLE (NOT RECD)	0	1	

CASE225F

BLM Interim LIS

14-JUL-92

Parcel Totals by Action Code - Selection Criteria

opt--> [Mask Code] []

--or--

[Case Type] []

opt--> [Window Code] []

--or--

[Meridian Township Range] [] [] []

opt--> [Case Status] []

<Show Keys=K P1> <Submit Report=K P0> <Exit=Esc X>

Char Mode: Replace Page 1 Count: *0

User's Handbook Section 2.3.5 - Page 2

CASE225F	BLM Interim LIS Parcel Totals by Action Code - Selection Criteria	1-JUL-92
<div>Qualifying Action Codes</div> <div>Date Range</div> <div>-to-</div> <div>Action Codes</div> <div>Disqualifying Action Codes</div> <div>Date Range</div> <div>-to-</div> <div>Action Codes</div>		
Destination : PR0 Queue Type :		
<Show Keys=KP1> <Submit Report=PF0> <Exit=Esc X>		
Char Mode: Replace Page 2 Count: *0		

(CASE226F) Parcel by Serial Number Report

The Parcel by Serial Number Report (CASE226F) produces a 132-column report of parcel occupancy cases. The Parcel by Serial Number Report, above, contains the following data elements: case serial number, case status, parcel code, action date, action code/description, meridian, township, range, section, county/borough, aliquot part, free format, acres, and survey type, number, direction, fraction and suffix.

User's Handbook Section 2.7.1

BUREAU OF LAND MANAGEMENT - INTERIM LIST											
PARCEL BY SERIAL NUMBER											
SERIAL NUMBER	CASE NUMBER	PARCEL CODE	ACTION DATE	ACTION CODE/DESCRIPTION	ACRES	TYP	SURVEY NUMBER	DIST	PARCEL	QBR	
AREA	011265	PRMIS									
28	96495	8740W	036	C	05-DEC-1978	001	APPLICATION FILED		2.0000	S	009167
*** END OF CASE 2268 ***											

```

CASE226F                                07-AUG-92
BLM Interim LIS
Parcel by Serial Number Report - Parameters

[Window Code]      --or--      [Mer  Top  Ang]
[ ]                [ ] [ ] [ ]

[Mask Code]      --or--      [Case Type]
[ ]              [ ]

Case Status
1 2 3 4 5 6 7 8 9 10
[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

Act Codes
1 2 3 4 5
[ ] [ ] [ ] [ ] [ ]
6 7 8 9 10
[ ] [ ] [ ] [ ] [ ]

--and--      [Date Range]
[ ] To 07-AUG-1992

Destination  FRO                                Queue Type  F

<Show Keys=FPI> <Submit Report=FPO> <Exit=Eac X>

Char Mode: Replace  Page 1                                Count: *0
  
```

(CASE227F) Serial Number History Analysis Report

The Serial Number History Analysis Report (CASE227F) produces a 132-column report of case serial numbers, their status, acres case type and customer information meeting selected criteria. The Serial Number History Analysis Report, above, contains the following data: case serial number, case type/description, case status, total case land acres, and customer name. This report sorts by case serial number.

User's Handbook Section 2.7.2

CASE1378

ADM-STATE: ALASKA

BUREAU OF LAND MANAGEMENT - INTERIM LIS
SERIAL NUMBER HISTORY ANALYSIS

24-MAY-81

PAGE 1

CASE_STATUS_CODE = 01/02/81/04/05/06/05

NAME_CUSTODY_NAME_CODE = TFI

VIEWNO_VIEWNO_CODE = 1071

CASE1378

ADM-STATE: ALASKA

BUREAU OF LAND MANAGEMENT - INTERIM LIS
SERIAL NUMBER HISTORY ANALYSIS

24-MAY-81

PAGE 1

SERIAL NUMBER	CASE TYPE/DESCRIPTION	CASE STATUS	TOTAL CLAS LAND ACRES	CUSTOMER NAME
ALA 007113	710000 0 0 0 LEASING	CLOSED	100.0000	STLAND HANEY
ALA 003404	209100 ALASKA NATIVE ALLOTMENT		139.0000	CHARLIE TERRY (DECEASED)
ALA 001876	206100 ALASKA NATIVE ALLOTMENT		120.0000	CHARLIE TERRY (DECEASED)
ALA 007010	110000 0 0 0 LEASING		640.0000	STONKS DONALD L
ALA 004406	206100 ALASKA NATIVE ALLOTMENT		160.0000	FOOT MARCIS A
ALA 000808	206100 ALASKA NATIVE ALLOTMENT		100.0000	DELLI HENRIK S
ALA 000900	110000 0 0 0 LEASING		640.0000	SEAS CLIFFORD A
ALA 003606	210000 0 0 0 LEASING		640.0000	SEALON FRANKS C
ALA 003409	110000 0 0 0 LEASING		640.0000	KROTHON EDWARD S
ALA 007008	206100 ALASKA NATIVE ALLOTMENT		110.0000	BATES S BARBARA S
ALA 000197	209100 ALASKA NATIVE ALLOTMENT		80.0000	LOUCH ROBERTA ANN
ALA 000809	209100 ALASKA NATIVE ALLOTMENT	PENDING	180.0000	JOE HENRIK ERLINDA
ALA 000700	206400 ALASKA NATIVE ALLOTMENT		50.0000	SCHMIDTKE WAT J
ALA 000401	206100 ALASKA NATIVE ALLOTMENT	CLOSED	100.0000	ENFELTIN ENFELTIN
ALA 000600	206100 ALASKA NATIVE ALLOTMENT		180.0000	DELLY THOMAS S
ALA 000110	206100 ALASKA NATIVE ALLOTMENT		10.0000	BRUCE CLARA J
ALA 074004	209100 ALASKA NATIVE ALLOTMENT	PENDING	180.0000	JOE VILSON T
ALA 074003	110000 ALASKA NATIVE ALLOTMENT		340.0000	BRILLICE HENRY
ALA 007113	110000 ALASKA NATIVE ALLOTMENT		160.0000	ARLEDO PHILIP

```

CASE227F                                BLM Interim LIS                                04-AUG-92
Serial Number History Analysis - Selection Criteria

      [Mask Code]                        -- or --      [Case Type]
      [  ]                                           [  ]

opt--> [Window Code]                        -- or --      [Meridian Township Range]
      [  ]                                           [  ] [  ] [  ]

Case Status  1  2  3  4  5  6  7  8  9 10
              [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

Destination  F@ [  ]                               Queue Type  1

<Show Keys=F@P1> <Submit Report=F@P0> <Exit=Esc X>

Enter Mask Code representing a set of Case Types
Char Mode: Replace Page 1                               Count: *0
  
```


(CASE228F) Serial Number List by District/RA/Case Type Report

The Serial Number List by District/RA/Case Type Report (CASE228F) produces a 132-column report of the last case action and case status of cases meeting your selection criteria. The Serial Number List by District/RA/Case Type Report, above, contains the following data: case serial number, case status, last action code, date and description.

User's Handbook Section 2.7.4

```

CASE220R
ADM-STATE: ALASKA
DISTRICT: KODIAK DISTRICT OFFICE
CASE TYPE: 211310 HQ-AK RE TOWNSITE

BUREAU OF LAND MANAGEMENT - INTERNAL LRS
SERIAL NUMBER LIST BY DIST/RA/CASE TYPE

----- LAST ACTION
SERIAL NUMBER    CASE STATUS    CODE    DATE    DESCRIPTION
AKA 032107      CLOSED      A22     31-OCT-91    ACT CONVERTED (JC)
AKAA 045851      CLOSED      A22     31-OCT-91    ACT CONVERTED (JC)
AKAA 074054      CLOSED      A22     31-OCT-91    ACT CONVERTED (JC)
AKAA 041045      INACTIVE     A22     31-OCT-91    ACT CONVERTED (JC)
AKAA 036429      INACTIVE     A22     31-OCT-91    ACT CONVERTED (JC)
AKAA 068852      INACTIVE     A22     31-OCT-91    ACT CONVERTED (JC)
AKAA 066504      INACTIVE     A22     31-OCT-91    ACT CONVERTED (JC)
AKAA 073329      INACTIVE     A22     31-OCT-91    ACT CONVERTED (JC)
AKAA 073330      INACTIVE     A22     31-OCT-91    ACT CONVERTED (JC)

*** END of CASE220R ***

```

```

HSE226F                                BLM Interim LIS                                07-AUG-92
Serial Number List by Dist/RA/Case Type - Selection Criteria

      [Mask Code]      -- or --      [Case Type]
      [  ]              [  ]

opt--> [District]      opt--> [Resource Area]
      [  ]              [  ]

opt--> [Case Status]
      [1][2][3][4][5][6][7][8][9][10]
      [ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]

Destination : FR0                      Queue Type :

<Show Keys=F P1> <Submit Report=F P0> <Exit=Esc X>

Char Mode: Replace Page 1                      Count: *0

```


(CASE231F) Mining Claim Activity by Township Report

The Mining Claim Activity by Township Report (CASE231F) produces a 132-column report of mining claim activity (customer and recent action information) on cases within a specified geographic area and case status. The Mining Claim Activity by Township Report contains the following data: meridian, township, range, case type, customer ID, name, number and name, address number and address, case serial number(s), claim name, posting date, last action code/description/date, and section. In addition, for each customer, the report prints the total cases for the customer, for the case type and the township.

User's Handbook Section 2.6.1

CASE231F		BUREAU OF LAND MANAGEMENT - INTERIM LIS		
ADM-STATE: ALASKA		MC ACTIVITY BY TOWNSHIP		
MERIDIAN: HIGHLAND MER		TOWNSHIP: COCONA RANGE: 0770N		
CASE TYPE: 144201 - NO- PLACER CLAIM				
CUSTOMER ID: 000021000	NAME NO: 001	ADDRESS NO: 001		
	BOWMAN HOWARD W	GENERAL DELIVERY		
		MCY ALLANORTH	AS 99481	
SERIAL NUMBER	CLAIM NAME	POSTING DATE	LAST ACTION CODE/DESCRIPTION/DATE	SECTION
AKAA 030769	DISCOVERY	27-MAR-1934	A22 ACT CONVERTED (JC)	31-OCT-1991 007
AKAA 030769	1 ABOVE DISCOVERY	01-OCT-1937	A22 ACT CONVERTED (JC)	31-OCT-1991 007
AKAA 030770	NO 2 ABOVE PLACER	07-MAR-1935	A22 ACT CONVERTED (JC)	31-OCT-1991 007
AKAA 030771	NO 2 ABOVE PLACER	21-MAR-1935	A22 ACT CONVERTED (JC)	31-OCT-1991 007
AKAA 030772	NO 2 ABOVE PLACER	27-MAR-1935	A22 ACT CONVERTED (JC)	31-OCT-1991 007
AKAA 030773	NO 2 ABOVE PLACER	01-JUN-1935	A22 ACT CONVERTED (JC)	31-OCT-1991 008
AKAA 030774	1 BELOW DISCOVERY	01-OCT-1937	A22 ACT CONVERTED (JC)	31-OCT-1991 007
AKAA 030775	HARLITE POOL	17-APR-1934	A22 ACT CONVERTED (JC)	31-OCT-1991 007
AKAA 030776	HARLITE POOL	17-APR-1934	A22 ACT CONVERTED (JC)	31-OCT-1991 018
AKAA 030776	NO 1 BELOW DISCOVERY	16-APR-1934	A22 ACT CONVERTED (JC)	31-OCT-1991 018
TOTAL CASES FOR THIS CUSTOMER = 9				
TOTAL CASES FOR THIS CASE TYPE = 9				
TOTAL CASES FOR THIS TOWNSHIP = 9				
*** END of CASE231F ***				

CASE231F	BLM Interim LIS	31-JUL-92							
Mining Claim Activity by Township - Selection Criteria									
Window Code	—or—	Meridian Township Range							
Case Status									
1	2	3	4	5	6	7	8	9	10
Destination: FQ			Queue Type:						
<Show Keys=F1> <Submit Report=F10> <Exit=Esc X>									
Char Mode: Replace Page 1									
Count: *0									

(CASE232F - Pages 1 – 2) Land Status Report

The Land Status Report (CASE232F) produces a 132-column detail report of land information and action to land links. The Land Status Report contains the following data: case serial number, case status, case type/description, action code (as identified in the selection criteria), action date/description, document type/number, meridian/township/range, county/borough, survey type and number, direction, fraction, suffix, aliquot part, and the actions entered in the selection criteria. The report sorts by ascending case type.

```

CASE2128                                BUREAU OF LAND MANAGEMENT - INTERIM LIS
ADM-STATE: ALASKA                      LAND STATUS

CASE_CASRTYPE_CODE                     = 266100
CASELAND_MER_CODE                       = 36
CASELAND_TEN_NUM                       = 00600
CASELAND_NNN_NUM                       = 07300
ACW_CODE                               = 001
ACW_FIRST_DATE                         == 01-JAN-1970
ACW_FIRST_DATE                         == 29-JUL-1992

CASE2128                                BUREAU OF LAND MANAGEMENT - INTERIM LIS
ADM-STATE: ALASKA                      LAND STATUS

SERIAL NUMBER  TYPE  ST LANDS  P  ST DOCUMENT  MER TEN  NNN  SSC  ALIQ PART  SURVEY 1  SURVEY 2  SURVEY 3  SURVEY 4  ACRES
ALKA  031285  266100  02  00000  S  CV      26  00600  07300  031  0  000607  0  1  23.9900
ALKA  031285  266100  02  00001  U  CV      26  00600  07300  031  0  000608  0  1  23.8900
ALKA  031285  266100  02  00002  U  CV      26  00600  07300  031  0  000608  0  2  16.8500

TOTAL LINES OF LAND DESCRIPTIONS: 3
TOTAL ACRES: 63.9600

CASE2128                                BUREAU OF LAND MANAGEMENT - INTERIM LIS
ADM-STATE: ALASKA                      LAND STATUS

SERIAL NUMBER  TYPE  ST LANDS  P  ST DOCUMENT  MER TEN  NNN  SSC  ALIQ PART  SURVEY 1  SURVEY 2  SURVEY 3  SURVEY 4  ACRES
GRAND TOTAL LINES OF LAND DESCRIPTIONS: 3
GRAND TOTAL ACRES: 63.9600

*** END of CASE2128 ***

```

User's Handbook Section 2.5.4 - Page 1

```

BLM Interim LIS
Land Status Report - Selection Criteria

Window Code      -- or --      Meridian Township Range
[ ] [ ] [ ]      [ ] [ ] [ ]

Mask Code      -- or --      Case Type      opt-->      District
[ ] [ ] [ ]      [ ] [ ] [ ]      [ ] [ ] [ ]

Action Code
1 2 3 4 5
[ ] [ ] [ ] [ ] [ ]
6 7 8 9 10
[ ] [ ] [ ] [ ] [ ]

--and--      Date Range
[ ] [ ] [ ] To 09-JUL-1991

<Show Keys=F1> <Submit Report=F10> <Exit=Esc X>

Char Mode: Replace Page 1 Count: 10
  
```


User's Handbook Section 2.5.4 - Page 2

CASE232F	BLM Interim LIS Land Status Report - Selection Criteria	04-AUG-92											
opt-->	<table border="1"><thead><tr><th colspan="2">Cust ID</th></tr></thead><tbody><tr><td>1</td><td>2</td></tr><tr><td>3</td><td>4</td></tr><tr><td>5</td><td>6</td></tr><tr><td>7</td><td>8</td></tr><tr><td>9</td><td>10</td></tr></tbody></table>	Cust ID		1	2	3	4	5	6	7	8	9	10
Cust ID													
1	2												
3	4												
5	6												
7	8												
9	10												
Destination : PRQ													
Queue Type :													
<Show>=KP1> <Submit Report>=PF0> <Exit>=Esc X>													
Char Mode: Replace Page 2													
Count: *0													

(CASE233F) Serial Numbers by Township/Case Type Report

The Serial Numbers by Township/Case Type Report (CASE233F) produces a 132-column list of case serial numbers with customer information for the specified Mining Claim Mask or case type(s) within a window or MTR. The Serial Numbers by Township/Case Type Report contains the following data: meridian, township, range, section, case serial number, case status, case type/description, and customer information. This report sorts by case type and case serial number within the specified window or MTRS.

User's Handbook Section 2.6.4

BUREAU OF LAND MANAGEMENT - INTERIM LIS						
SERIAL NUMBERS BY TOWNSHIP/CASE TYPE						
CASE233F						
ADM-STATE: ALASKA						
MERIDIAN: SEWARD MER						
TOWNSHIP: 0030N						
RANGE: 0270W						
SERIAL NUMBER	CASE STATUS	CASE TYPE/DESCRIPTION	SECTION	CURT-10/NAME-NO/ADDR-NO	NAME/ADDRESS/CITY/STATE/ZIP CODE	
AKA 030760	PENDING	304201 NC- PLACER CLAIM	007	000021488 001 001	BOWMAN BOWMAN W	
					GENERAL DELIVERY	
AKA 030761	PENDING	304201 NC- PLACER CLAIM	007	000021488 001 001	PORT ALSMOUTH AK	99453
					BOWMAN BOWMAN W	
					GENERAL DELIVERY	
AKA 030762	PENDING	304201 NC- PLACER CLAIM	007	000021488 001 001	PORT ALSMOUTH AK	99453
					BOWMAN BOWMAN W	
					GENERAL DELIVERY	
AKA 030763	PENDING	304201 NC- PLACER CLAIM	007	000021488 001 001	PORT ALSMOUTH AK	99453
					BOWMAN BOWMAN W	
					GENERAL DELIVERY	
AKA 030764	PENDING	304201 NC- PLACER CLAIM	007	000021488 001 001	PORT ALSMOUTH AK	99453
					BOWMAN BOWMAN W	
					GENERAL DELIVERY	
AKA 030765	PENDING	304201 NC- PLACER CLAIM	007	000021488 001 001	PORT ALSMOUTH AK	99453
					BOWMAN BOWMAN W	
					GENERAL DELIVERY	
AKA 030766	PENDING	304201 NC- PLACER CLAIM	007	000021488 001 001	PORT ALSMOUTH AK	99453
					BOWMAN BOWMAN W	
					GENERAL DELIVERY	
AKA 030767	PENDING	304201 NC- PLACER CLAIM	007	000021488 001 001	PORT ALSMOUTH AK	99453
					BOWMAN BOWMAN W	
					GENERAL DELIVERY	

CASE233F

BLM Interim LIS

81-JUL-92

Serial Numbers by Township / Case Type - Selection Criteria

Mask Code

-- or --

Case Types

1 2 3 4 5

6 7 8 9 10

Window Code

-- or --

Meridian Township Range

Destination: PR0

Queue Type:

<Show> Keys=KP1 <Submit Report>=KP0 <Exit>=Esc X

Char Mode: Replace Page 1

Count: *0

(CASE234F) Mining Claim Weekly FLPMA Report

The Mining Claim FLPMA Report (CASE234F) produces a 132-column detail report of mining claim activity within a specified date range on a weekly basis for FLPMA. The Mining Claim FLPMA Report contains the following data for the date range entered in the selection criteria: date, active claims information with and without land descriptions, total active claims, total closed claims, total claims, each category separated by district, and a state total. The report sorts chronologically.

User's Handbook Section 2.6.3

CASE234F												
BUREAU OF LAND MANAGEMENT - INTERIM LIS												
MC WEEKLY FLPMA												
ADMIN-STATE: ALASKA												
ACTW_FIRST_DATE 10-MAY-1991												
ACTW_LAST_DATE 01-JAN-1950												
CASE234F												
BUREAU OF LAND MANAGEMENT - INTERIM LIS												
MC WEEKLY FLPMA												
ADMIN-STATE: ALASKA												
ACTIVE CLAIMS												
WITHOUT LAND DESC WITH LAND DESC ACTIVE CLAIMS CLOSED CLAIMS ALL CLAIMS STATE												
AMC PRE AMC PRE TOTAL TOTAL AMC PRE TOTAL TOTAL AMC PRE TOTAL												
1	16-JUL-60	0	0	0	0	0	0	1	0	1	0	1
2	08-SEP-62	0	0	0	0	0	0	12	0	12	0	12
3	04-NOV-63	0	0	0	0	0	0	0	25	0	25	25
4	10-NOV-63	0	0	0	1	0	1	1	0	2	3	3
5	03-MAY-69	0	0	0	0	0	0	1	0	1	0	1
6	12-JUL-69	0	0	0	0	0	0	0	0	1	0	1
7	03-JAN-70	0	0	2	0	2	0	0	0	2	0	2
8	10-JAN-70	0	0	0	0	0	0	0	0	0	0	0
9	21-FEB-70	0	0	0	0	0	0	0	0	0	0	1
10	04-JUN-70	0	0	0	0	0	0	1	0	0	1	3
11	15-MAY-71	0	0	0	0	0	0	0	2	0	2	6
12	07-OCT-72	0	0	0	0	0	0	0	0	0	0	1

CASE234F
BLM Interim LIS
31-JUL-92

MC Weekly FLPMA Report - Selection Criteria

[Date Range opt-> [REDACTED] To 31-JUL-1992]

Destination [FPO] Queue Type []

[Show Keys=FPI] [Submit Report=FPO] [Exit=Esc X]

Char Mode: Replace Page 1 Count: *0

(CASE235F) Mining Claim by Case Type/Customer Report

The Mining Claim by Case Type/Customer Report (CASE235F) produces a 132-column report of mining claim case; customer and action information. The Mining Claim by Case Type/Customer Report; above; contains the following data: case status; case type; customer ID; name number and name; address number and address; case serial number; meridian; township; range; section; survey type, number, direction, fraction and suffix; posting date; last action/code/description; claim name; and total cases for this customer.

User's Handbook Section 2.6.2

FEDERAL OF LAW ENFORCEMENT - INTERIM LIS										NO BY CARD 7778/CONFIRM					
CASE 2318															
ARMED-STRIP: ALABAMA															
CASE STATUS: PENDING															
CASE TYPE: NO-FLORA CLAIM															
CUSTOMER ID: 00002100															
NAME NO: 001										ADDRESS NO: 001					
STANDARD BUREAU W										GENERAL DELIVER					
										FOR ALLGOWTH					
										AR 29612					
SERIAL NUMBER	AGE	TOP	EXP	SEC	T	NUMBER	SI	T	ORG	ELI	PLAN	POSTING DATE	ACT	DATE	ACT/ISSUE/CONF/DATA/SUBSCRIPTION
SUSPENSE															
AAAA 030766	26	0030M	0370W	007			AK	SV				27-MAR-1938	A23	21-OCT-1991	ACT CONVERTED (IC)
DISCOVERY												073	20-SEP-1999	FIRAL CHW 1800W	
AAAA 030769	26	0030M	0370W	007			AK	SV				01-OCT-1937	A23	21-OCT-1991	ACT CONVERTED (IC)
1.800W DISCOVERY												073	20-SEP-1999	FIRAL CHW 1800W	
AAAA 030770	26	0030M	0370W	007			AK	SV				07-MAR-1938	A23	21-OCT-1991	ACT CONVERTED (IC)
NO 2 MOVIE PLACER												073	20-SEP-1999	FIRAL CHW 1800W	
AAAA 030773	26	0030M	0370W	007			AK	SV				21-MAR-1938	A23	21-OCT-1991	ACT CONVERTED (IC)
NO 2 MOVIE PLACER												073	20-SEP-1999	FIRAL CHW 1800W	
AAAA 030772	26	0030M	0370W	007			AK	SV				21-MAR-1938	A23	21-OCT-1991	ACT CONVERTED (IC)
NO 2 MOVIE PLACER												073	20-SEP-1999	FIRAL CHW 1800W	
AAAA 030773	26	0030M	0370W	006			AK	SV				01-JUN-1936	A23	21-OCT-1991	ACT CONVERTED (IC)
NO 4 MOVIE PLACER												073	20-SEP-1999	FIRAL CHW 1800W	
AAAA 030776	26	0030M	0370W	007			AK	SV				01-OCT-1937	A23	21-OCT-1991	ACT CONVERTED (IC)
1.800W DISCOVERY												073	20-SEP-1999	FIRAL CHW 1800W	

```

PAGE235F                                BLM Interim LIS                                01-JUL-92
MC by Case Type / Customer - Selection Criteria

      [Mask Code]      -- or --      [Case Type]
      [  ]             [  ]
      [  ]             [  ]

opt--> [Window Code]  -- or --  [Meridian Township Range]
      [  ]             [  ]
      [  ]             [  ]

opt-->Case Status  1  2  3  4  5  6  7  8  9 10
                  [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

Destination  FPO                               Queue Type  F

<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>

Enter Mask Code representing a set of Casetypes
Char Mode: Replace Page 1                               Count: *0

```


(CASE236F) Action Codes Used Monthly by Case Type Report Form

The Action Codes Used Monthly by Case Type Report (CASE236F) produces a 132-column report of all action codes used on a monthly basis within a specified date range and case type. Only months in which actions were entered into the cases appear on the report. Consequently, some gaps in the chronology of the report may exist, e.g., May 1990 and February 1991. You may also limit this report by district, action code, and status. The Action Codes Used Monthly by Case Type Report contains the following information: action code, year and month used, total number of each action code used within the specified date range, and the total number of cases. The report sorts by chronological date of the range entered by month.

User's Handbook Section 2.3.4

CASE236F													BUREAU OF LAND MANAGEMENT - INTERIM LIS												
ADM-STATE: ALASKA													ACTION CODES USED MONTHLY BY CASE TYPE												
CASE TYPE: 251120													NOV-88 RE FORMS												
MONTH YEAR TOTAL													001 978 974 998 122												
JUL 1990													129 71 - - 58 -												
AUG 1990													17 - 4 - 12 -												
JAN 1991													1 - - - 1 -												
SEP 1991													2 - - - 1 -												
OCT 1991													944 - - - 1 944												
TOTAL													71 4 1 75 944												
TOTAL NUMBER OF CASES:													27												

CASE236F	BLM Interim LIS	29-JUL-92
Action Codes Used Monthly by Case Type - Selection Criteria		
Date Range [] To [29-JUL-1992]		
NOTE: Entering a large date range will slow response time for this report.		
Case Type []		
opt--> Districts	1 2 3 4 5 6 7 8 9 10	
opt--> Action Codes	[] [] [] [] [] [] [] [] [] []	
opt--> Status Codes	[] [] [] [] [] [] [] [] [] []	
Destination	[] PRQ	Queue Type []
<Show Keys=KPI> <Submit Report=KPO> <Exit=Esc X>		
Char Mode: Replace Page 1 Count: *0		

(CASE237F) Total Mining Claim Customer List Report

The Total Mining Claim Customer List Report (CASE237F) produces a 132-column report of the number of customers and number of cases in each case status for all mining claim cases, and the number of cases with multiple customers. The Total Mining Claim Customer List Report, above, contains the following data: case status, total number of cases, total number of mining claim customers and a count of cases with multiple customers.

User's Handbook Section 2.6.5

CASE237F		BUREAU OF LAND MANAGEMENT - INTERIM LIS	
ADM-STATE: ALASKA		TOTAL MC CUSTOMER LIST	
-----CASE STATUS-----		TOTAL CASES	TOTAL CUSTOMERS
02	PENDING	2688	4996
03	RECORD	29321	43648
04	AUTHOR	8	22
05	DIRECT	31	50
06	UPPERM	1	4
07	CLOSED	80147	117194
TOTAL CASES WITH MULTIPLE CUSTOMERS:		4	
*** END of CASE237F ***			

CASE237F

BLM Interim LIS

31-JUL-92

Total MC Customer List - Selection Criteria

<No Selection Criteria for this Report>

Destination: Queue Type:

<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>

Enter destination type of (P)rinter or (F)ile

Char Mode: Replace Page 1 Count: *0

(CASE255F) Action Code Totals Used by Unit Report

The Action Code Total Used by Unit Report (CASE255F) produces an 80-column report listing up to four action codes used within each organizational unit in the administrative state during a specified date range. The Action Code Totals Used by Unit Report contains the following information: action code, organizational unit and number of uses of each action code within each unit. The report sorts by organizational unit.

User's Handbook Section 2.3.1

CASE255R	BUREAU OF LAND MANAGEMENT - INTERIM LIS
ADM-STATE: AK	ACTION CODES TOTALS USED BY UNIT
OFFICE	001
-----	-----
PBA	1
PBF	0
PSV	0
ADO	0
FDO	0
AJA	0
AJF	0
DAO	0
DAD	0
DFD	0
DAL	0
DFL	0
SUR	0
PSF	0
TGR	0
AMP	0
AMM	0
AMG	0
AMY	0
AMF	0
AMK	0
APC	0
*** END OF CASE255R ***	

CASE255F	BLM Interim LIS	07-AUG-92
Action Code Totals Used by Unit - Selection Criteria		
Case Type	[]	
Action Codes	[] [] [] []	
Date Range	[] To 07-AUG-1992	
opt --> District	[]	
Note: With 'Screen' Output Type, use short ranges to avoid long run time.		
Destination	[]	Queue Type []
<Show> Key=F01 <Submit Report>=F00 <Exit>=Esc X		
Char Mode: Replace Page 1 Count: *0		

(CASE299F) Accounting Advice List Report

The Accounting Advice List Report (CASE299F) produces an 80-column list of accounting advice receipt information generated during a specified date range or for a range of accounting advice numbers. This report contains the following information: accounting advice receipt number, customer, serial number, remarks, fund symbol code and money amount for each accounting advice number. In addition, the total monies received for the period, any voided and refunded money amounts appear at the bottom of the report.

User's Handbook Section 8.7.1

BUREAU OF LAND MANAGEMENT - INTERIM LIS				
ACCOUNTING ADVICE LIST				
RECEIPT#	CUSTOMER	SERIAL #/REMARKS	FUND SYMBOL CODE	AMOUNT
0000670		AA084983	14X5017.2	159.00
0000671		AA093717	14X5017.2	234.00
0000672		AA073462	141811	726.00
0000673		AA091173	141811	1099.00
0000674		AA007986	145003	2801.00
0000675		AA009732	14X6000(950)	100.00
0000676		AA072154	14X6000(950)	160.00
0000677			14X6000(950)	40.00
0000678		AA097321	141811	513282.00
0000679		AA003266	142619.1	220.00
0000680			1426000(950)	132.00
MONIES RECEIVED= \$13426.99 VOIDED= 0.00 REFUNDED= 0.00				

CASE299F	BLM Interim LIS	14-JUL-92
Accounting Advices - Selection Criteria		
<div>Acct Adv Num Rng [] To []</div> <div>---or---</div> <div>Date Rng [] To 14-JUL-1992</div>		
Destination [F0]		Queue Type []
<Show Keys=KP1> <Parameters Complete=KP0> <Exit=Esc X>		
Char Mode: Replace Page 1		Count: *0

(CASE300F)
Monthly Accounting Advice Summary Report

The Monthly Accounting Advice Summary Report (CASE300F) produces an 80-column list by office for accounting advice receipts generated for each fund symbol during the specified month. This report contains the following information: beginning and ending accounting advice numbers (for the specified month), fund symbol, money amount, number of accounting advices (for each fund symbol in each office), office code, total receipts for each office, total money amount for each office, grand total (money amount and number of receipts).

User's Handbook Sections 8.7.2

CASE300F		BUREAU OF LAND MANAGEMENT - INTERIM LIS	
ADM-STATE: AK		MONTHLY ACCOUNTING ADVICE SUMMARY	
BEGINNING ACCOUNTING ADVICE NUMBER: 0000051			
BEGINNING ACCOUNTING ADVICE NUMBER: 0000023			
	FUND SYMBOL	MONEY AMOUNT	NUMBER ACCOUNTING ADVICES
OFFICE 234	141499	123450420.00	24
	141911	223572.00	3
	102419.1	551007270.00	16
	145003	94236.00	4
	14X1109	3061.00	10
	14X5017.2	123456789.00	10
	14X6075(11)	50.00	1
	10X0000	11930.00	8
TOTAL OFFICE 234		790335546.00	84
OFFICE LIS	14X1109	160.50	16
TOTAL OFFICE LIS		160.50	16
OFFICE TEST	14X1499	3972294.00	2
TEST	14X5017.1	14912.00	1
TEST	14X6000(950)	140.90	1
TOTAL OFFICE TEST		4022134.00	4

CASE300F

BLM Interim LIS

14-JUL-92

Monthly Accounting Advice Summary - Selection Criteria

Acct Adv Date

Month

Year

Destination

Queue Type

<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>

Char Mode: Replace Page 1

Count: *0

(CASE303F) Township Status Display

The Township Status Display (CASE303F) produces an 80-column report of the number of cases within each section of a township using selection criteria entered on the Township Status Display Form (CASE303F). The Township Status Display contains the following data elements: cases per section within a township, total cases for the township, total cases not coded to section within the township. The report output is identical to the screen display.

User's Handbook Sections 2.5.9 and 3.2

```

CASE303F
LAND-STATUS: ALABAMA
MERIDIAN: PINEBLADES
CASE TYPE: 26500 TO 26599

BUREAU OF LAND MANAGEMENT - INTERIM LIS
TOWNSHIP STATUS DISPLAY
TOWNSHIP: 04100 RANGE: 00200

24-MAY-91
PAGE 1

*****
( 4 ) = ( 4 ) = ( 4 ) = ( 3 ) = ( 2 ) = ( 1 ) =
0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 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```


(CASE304F) Mining Claim Summary - FY Quarters

The Mining Claim Summary - FY Quarters Report (CASE304F) produces an 80-column summary of the number of mining claims on file at the beginning of the specified quarter and the number of claims received during the quarter, and the annual filings and number of annual cases on file. The Mining Claim Summary - FY Quarters Report, above, contains the following data for the date entered in the selection criteria: fiscal year and quarter, on file and received claims for the quarter and the fiscal year.

User's Handbook Sections 2.6.8

CASE304F	BUREAU OF LAND MANAGEMENT - INTERIM LIS
ADM-STATE: AK	MINING CLAIMS SUMMARY - FY QUARTERS
MINING CLAIM RECORDATION ON FISCAL YEAR: 1991/1	
MINING CLAIMS:	
ON FILE AT START OF QUARTER:	561
RECEIVED DURING QUARTER:	229
ANNUAL FILINGS:	
ON FILE AT START OF QUARTER:	19002
RECEIVED DURING QUARTER:	94
*** END OF CASE304F ***	

CASE304F	BLM Interim LIS	01-JUL-92
Mining Claim Summary - FY Quarters		
Fiscal Year <input type="text"/>		
Fiscal Year Quarter (Enter 1,2,3 or 4) <input type="text"/>		
Destination <input type="text"/>		
<input type="button" value="Show Keys"/> <input type="button" value="Exit"/>		
Char Mode: Replace Page 1 Count: *0		

(CASE305F) Mask Titles Report

The Mask Titles Report (CASE305F) produces a 132-column report of the masks used in the System and their titles. The Mask Titles Report contains the following data: mask number, mask title, mask owner, number of case type codes in the mask, number of cases.

User's Handbook Sections 2.8

CASE305F BUREAU OF LAND MANAGEMENT - INTERIM LIS				
MASK TITLES REPORT				
MASK NUMBER	MASK TITLE	MASK OWNER	NO. CASETYPE CODES	SUMMER CASES
002 374002	2 AND 99 RECONVERTED		3	0
138	ACQUIRED EASEMENTS/PHONE LOG-PPR-ELEPHANTS		2	0
818	ADO'S COMPLETE MINERAL RUDY PRISTOLY		60	78669
040	AS NATIVE AND INDIAN ALLOT, NELOPASTERS, HOME & TRADE & NPW STES 1		8	2016
173	AS NATIVE ALLOT & ANCEA, CONVERTABLE TO VILLAGE OR RESIGN(MSK 42 A		19	1367
404	AS NATIVE ALLOT & LITIGANT, INDIAN ALLOT, MINERAL PATENT AMINERAL		5	1247
421	AS NATIVE ALLOT AND NATIVE ALLANT LITIGATION		2	1021
212	AS NATIVE ALLOT, GENERAL CAMP, VILLAGE AND REGIONAL RELATIONS		4	2084

CASE305F

BLM Interim LIS
Mask Titles Report

18-AUG-92

If you want the report sorted by MASK NUMBER
select '1';
If you want the report sorted by MASK TITLE
select '2'.

Destination

Queue Type

<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>

Char Mode: Replace Page 1

Count: *0

(CASE306F) Case Type Mask Description Report

The Case Type Mask Descriptions Report (CASE306F) produces a 132-column report of the masks used in the System, their titles and their case types. The Case Type Mask Descriptions Report contains the following data: mask number, mask description, mask owner, case type description.

User's Handbook Sections 2.9

```

CASE3068      BUREAU OF LAND MANAGEMENT - INTERIM LIS
ADM-STATE: ALASKA      CASE TYPE MASK DESCRIPTION

      MASK_CASETYPE_MASK_CODE      * 012

CASE3068      BUREAU OF LAND MANAGEMENT - INTERIM LIS
ADM-STATE: ALASKA      CASE TYPE MASK DESCRIPTION

      MASK DESCRIPTION      OWNER
012 ALASKA NATIVE & INDIAN ALLOCMENTS, AN NATIVE ALLOT LITIGATE

      CASETYPE DESCRIPTION
007500 F BARR CLASS PETITION
252000 INDIAN ALLOCMENT-GENERAL
256100 ALASKA NATIVE ALLOCMENT

*** END OF ALLOTMENT ***

```

```

HSE000-          BLM Interim LIS          18-HUG-92
Case Type Mask Description Report - Selection Criteria

                                Mask Code
                                opt ---> [ ]

Destination : FQ                               Queue Type : I

<Show Keys=KP1> <Submit Report=kP0> <Exit=Esc X>
Char Mode: Replace Page 1                      Count: *0

```


(CASE307F - Pages 1 and 2) Mailing Labels Report

*(report output unavailable at
documentation publication)*

The Mailing Labels Report (CASE307F) produces a list of names and addresses for mailing labels retrieved from the entered selection criteria. The Mailing Labels Report contains the following data: name and address.

User's Handbook Sections 2.10 - Page 1

CASE307F		BLM Interior LIS		07-AUG-92	
Customer Labels - Selection Criteria					
opt-->	[Mask Code ■]	—or—	[Case Type ■]	opt-->	[Case Status ■]
opt-->	[Window Code ■]	—or—	[Meridian Township Range ■ ■ ■]		
Commodity Codes [1 ■ 2 ■ 3 ■ 4 ■ 5 ■]					
Char Mode: Replace Page 1					
Count: *0					

User's Handbook Sections 2.10 - Page 2

CASE307F		BLM Interior LIS		07-AUG-92	
Customer Labels - Selection Criteria					
GEO	LAND	PAF	NUMBER	SFX	
■	■	■	■	■	
Sort Sequence Name or Zip ■			Output Options Print, Labels or Both ■		
Destination ■ PRD			Queue Type ■		
Char Mode: Replace Page 2					
Count: *0					

(CASE308F) Mining Claim Missing Data Report

The Mining Claim Missing Data Report (CASE308F) produces a 132-column report of data missing from mining claim cases, specifically land descriptions, customers and claim name. The Mining Claim Missing Data Report contains the following data: case serial number, meridian/township/range/section, case type and description, owner and claim name.

User's Handbook Sections 2.6.6

CASE308F				BUREAU OF LAND MANAGEMENT - INTERIM LIS			
ADM-STATE, ALASKA				MC MISSING STATUS			
SER	NUM	MER	TWP	RNG	SEC	CUST ID	CUST NAME
LEFF	015544					00001909	LEWISPORT MINES INC
LEFF	054343					00002313	LEWISPORT MICHAEL R HARRIS
LEFF	055515					00005655	EMERSON ROBERT C
LEFF	080277					00002887	HARRIS HELEN M
ALIA	030040					00000112	ANDERSON M R
ALIA	030040					00003525	MISCOVICH JOHN A
							ACT CUST CLAIM NAME
							ROB
							ROBERT HARRIS
							QUILL 85
							DEVE 451
							SOLD AT EN 83
							NORTH STAR CLAIM

CASE308F

BLM Interim LIS
MC Missing Data Report

31-JUL-92

<No Selection Criteria for this Report>

Destination Queue Type

<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>

Enter destination type of (P)rinter or (F)ile

Char Mode: Replace Page 1 Count: *0

(CASE309F) Money by Date/Period Report

*(unavailable at date of
documentation publication)*

User's Handbook Section 8.7.3

(CASE311F) Mining Claim Decision Report

The Mining Claim Decision Report (CASE311F) produces a 132-column report of all mining claim action decisions made on which cases for each mining claim action within the specified date range. This identifies which actions affected how many and which cases. The Mining Claim Decision Report, above, contains the following information: date (month and year), action code, serial number(s) and total number of cases for each action code.

User's Handbook Sections 2.6.7

CASE311F		BUREAU OF LAND MANAGEMENT - INTERIM LIS						
ALM-STATE, ALASKA		MC DECISION REPORT						
Date	Action Code	Serial Number	Serial Number	Serial Number	Serial Number	Serial Number	Serial Number	Serial Number
JUN 1991	906	AKAA 074490	AKAA 074491	AKAA 074492	AKAA 074493	AKAA 074494	AKAA 074495	AKAA 074496
		AKAA 074497	AKAA 074498	AKAA 074499	AKAA 074500	AKAA 074501	AKAA 074502	AKAA 074503

CASE311F

BLM Interim LIS

21-JUL-92

Case Totals by Case Type/Status Report - Selection Criteria

Date Range: to

and/or

Action Code:

Select one or any combination of the fields provided

Destination

Queue Type

<Show Keys=F1>

<Submit Report=F0>

<Exit=Esc X>

Enter beginning date range in format DD-MON-YYYY

Char Mode: Replace Page 1

Count: *0

(CASE351F) Daily Accounting Advice Transfer Report

The Daily Accounting Advice Transfers Report (CASE351F) produces an 80-column report of transaction transfers performed within a single day using the Transaction Transfers Form (CASE163F). This report output (CASE163R) contains the following information for each transaction: accounting advice number, case serial number, action number, action date, action code and description, fund code and symbol, and money amount for the original transaction and the new transaction (transferred from and to).

User's Handbook Sections 8.7.4

CASE163R BUREAU OF LAND MANAGEMENT - INTERIM LIS				
ADM-STATE: AK TRANSACTION TRANSFERS				
ACCOUNTING ADVICE NUMBER: 0000699				
CASE SERIAL NUMBER : AKAA 047855				
TRANSFERRED FROM				
ACTN	ACTN	ACTN	FUND	MONEY
NUM	DATE	CODE	CODE	AMOUNT
SERIAL NUMBER: AAAA 047855				
036	28-MAY-1992	072	FILED FEE RECEIVED 0360 14X1109	\$500.00
TRANSFERRED TO				
ACTN	ACTN	ACTN	FUND	MONEY
NUM	DATE	CODE	CODE	AMOUNT

CASE351F	BLM Interim LIS	14-JUL-92
Daily Accounting Advice Transfer Report		
Report Date 14-JUL-1992		
Destination	PRQ	Queue Type
<Show Keys=KP1> <Submit Report=KF0> <Exit=Esc X>		
Char Mode: Replace Page 1		Count: *0

(CASE352F) Accounting Advice Summary Report

The Accounting Advice Summary Report (CASE352F) produces an 80-column list of accounting advice receipt information generated for a specified range of accounting advice numbers. This report contains the following information broken out by case serial number within each accounting advice number and each action record within the case and receipt: accounting advice receipt number, case serial number, action number, action date, action code and description, fund code and description, and money amount.

User's Handbook Sections 8.7.5

CASE352F		BUREAU OF LAND MANAGEMENT - INTERIM LIS	
ADM-STATE: AK		ACCOUNTING ADVICE SUMMARY REPORT	
ACCOUNTING ADVICE NUMBER: 0000700			
CASE SERIAL NUMBER: AKAA 042123			
ACTN	ACTN	ACTN	ACTN
NUM	DATE	CODE	DESCRIPTION
014	20-MAY-1992	003	MONEY RECEIVED 0005 145003
ACCOUNTING ADVICE NUMBER: 0000700			
CASE SERIAL NUMBER: AKAA 042124			
ACTN	ACTN	ACTN	ACTN
NUM	DATE	CODE	DESCRIPTION
014	20-MAY-1992	003	MONEY RECEIVED 0005 145003
ACCOUNTING ADVICE NUMBER: 0000700			
CASE SERIAL NUMBER: AKAA 042132			
ACTN	ACTN	ACTN	ACTN
NUM	DATE	CODE	DESCRIPTION
014	20-MAY-1992	003	MONEY RECEIVED 0005 145003

CASE352F

BLM Interim LIS

14-JUL-92

Accounting Advice Summary Report

Lower

Accounting Advice Number

Upper

Accounting Advice Number

Destination: R0

Queue Type:

<Show Keys=KP1>

<Submit Report=KP0>

<Exit=Esc X>

Char Mode: Replace

Page 1

Count: *0

(CASE400F - Pages 1 and 2) FIND - Document

This form allows you to search and view case information, i.e., case serial number, case type and case status, related to a specified document type and number. This form also allows direct access to On-Line Case Abstract (CASE151F) for a selected case serial number.

User's Handbook Section 3.5 - Page 1

CASE400F

BLM Interim LIS - FIND Document

15-APR-92

Document Type:

Document Num:

Case Serial Num	Case Type	Status

<Show Keys=KP1>

<Call ABSCAN=Tab>

<See Caselands=Esc B>

<Exit=Esc Y>

100

Char Mode: Replace

Page 1

Count: *0

User's Handbook Section 3.5 - Page 2

CASE400F

FIND - Customer Addresses

15-APR-92

Address	C/O DON SHELDON GENERAL DELIVERY	City	TALFEETHA	Addr Num	001
		ST	AK	Zip	99676
Address		City		Addr Num	
		ST		Zip	
Address		City		Addr Num	
		ST		Zip	
Address		City		Addr Num	
		ST		Zip	
Address		City		Addr Num	
		ST		Zip	

Use arrow keys to choose an address then press <NEXT FIELD> to continue.

Char Mode: Replace

Page 2

Count: *1

(CASE403F) FIND - Claim Name

This form allows you to search and view case information, i.e., case serial number, case type and case status, related to a specified claim name. This form also allows direct access to On-Line Case Abstract (CASE151F) for a selected case serial number.

User's Handbook Section 3.6

CASE403F		FIND - Claim Name		15-APR-92	
Claim Name [REDACTED]					
Case Serial Num	Case Type	Status	Press Next Field to Display Abstract Information.		
[REDACTED]	[REDACTED]	[REDACTED]			
Enter a query; press F8 to execute, Esc X to cancel					
Char Mode: Replace		Page 1	ENTER QUERY	Count: *0	

(CASE404F) FIND - Geographic Name

This form allows you to search and view case information, i.e., case serial number, case type and case status, related to a specified geo name. This form also allows direct access to On-Line Case Abstract (CASE151F) for a selected case serial number.

User's Handbook Section 3.7

CASE404F

FIND - Geo Name

15-APR-92

Geo Name

Case Serial Num	Case Type	Status

Press Next Field to Display Abstract Information.

Enter a query, press KP8 to execute, Esc X to cancel.

Char Mode: Replace Page 1ENTER QUERYCount: *0

(CASE700X) Generate Mining Claims Tape

The Generate Mining Claims Tape Form (CASE700X) provides a menu of sorting options to generate a mining claim tape.

User's Handbook Section 5.10

The screenshot shows a terminal window titled "CASE700X" and "BLM Interim LIS Mining Claim Extract Tape". The window displays a "Sort Options" menu with five numbered choices: 1. Claim Name, 2. Customer Number, 3. Customer Name, 4. Serial Number, and 5. Meridian, Township and Range. Below the menu is a "Sort Option" label. At the bottom, there are fields for "Tape Unit" (set to "one"), "choose" (set to "ASCII"), "EBCDIC", "Como File", and "Queue Type". A status bar at the bottom shows "<Show Keys=KP1> <Parameters Complete=KP0> <Exit=Esc X>". The footer indicates "Char Mode: Replace Page 1" and "Count: *0".

```

CASE700X                                BLM Interim LIS                                19-MAY-92
Mining Claim Extract Tape

Sort Options

1. Claim Name
2. Customer Number
3. Customer Name
4. Serial Number
5. Meridian, Township and Range

Sort Option

Tape Unit      choose _|-> ASCII
one            |-> EBCDIC      Como File      Queue Type

<Show Keys=KP1> <Parameters Complete=KP0> <Exit=Esc X>

Char Mode: Replace Page 1                      Count: *0

```

(CUST100F) Add/Delete Customer Form

This form allows you to add and delete customers in the Customer Table. Use the Add/Delete Customer Form (CUST100F) to add a customer to the System generating a new Customer ID, or to delete an existing customer using the Customer ID.

User's Handbook Section 6.1

CUST100F		BLM Interior LIS		04-JUN-92	
Add/Delete Customer					
Customer Id		Customer Type			
Name: Line 1					
No.	Line 2				
Date Time					
Address: Line 1					
No.	Line 2				
City State					
Zip Date Time					
<Show Keys=F1> <Delete=Esc D> <Commit=F0> <Exit=Esc X> 101					
Enter Customer Id # for customer to be deleted. leave blank to add new customer					
Char Mode: Replace Page 1 Count: 40					

(CUST101F) Maintain Customer Form

This form allows you to add, change and delete customer names and addresses within a specified Customer ID.

User's Handbook Section 6.2

CUST101F		BLM Interim LIS Maintain Customer File		04-JUN-92	
Customer Id		Customer Type			
Name No.	Name:				
Customer Id	Line 1				
	Line 2				
Addr No.	Address:				
Customer Id	Line 1				
	Line 2			Zip	
	City			State	
<Show Keys=F1> <Exit=Esc X> <Move Down=Esc B> <Move Up=Esc U> L01					
Char Mode: Replace Page 1			Count: #0		

(CUST104F) Query Customer History Form

This form allows you to query historic customer data, names and addresses. The Query Customer History Form (CUST104F) is used only to query historic/archived customer data, you may not add, change or delete data while in this form.

User's Handbook Section 6.4

CUST104F		BLM Interior LIS		04-JUN-92	
Query Customer History					
Cust ID <input type="text"/>					
Cust ID	Name:				
<input type="text"/>	Line 1 <input type="text"/>				
Name Num <input type="text"/>	Line 2 <input type="text"/>				
	Date <input type="text"/>		Time <input type="text"/>		
Cust ID	Address:				Date <input type="text"/>
<input type="text"/>	Line 1 <input type="text"/>				Time <input type="text"/>
Addr Num <input type="text"/>	Line 2 <input type="text"/>				Time <input type="text"/>
City <input type="text"/>	State <input type="text"/>	Zip <input type="text"/>			
<Show Keys=KP1> <Exit=Esc X> <Move Up=Esc U> <Move Down=Esc B>					
PRESS ENTER QUERY OR NEXT BLOCK					
Char Mode: Replace Page 1				Count: *0	

(CUST200F) Customer ID List Report Form

The Customer ID List Report (CUST200F) produces a 132-column report of a particular customer, customers entered within a specified data range, or all customers within the System. The Customer ID List Report (CUST200F) contains the following data elements: customer ID, customer date (date the customer was added to the System), customer type, name date (date the name was added or changed), customer name, address number, address date (date the name was added or changed), and customer address.

User's Handbook Section 2.4.1 and 6.5.1

BUREAU OF LAND MANAGEMENT - INTERIM LIS									
CUSTOMER ID LIST									
CUST ID	CUST NAME	NAME DATE	CUSTOMER NAME	ADDR NO.	ADDR DATE	CUSTOMER ADDRESS			
000014495	P 001	11-NOV-91	BOYDOW GWELLD B	001	01-JUN-92	BOYDOW GWELLD B			
19-MAR-91	P 001	01-JUN-92	BOYDOW ROBERTA	002	01-JUN-92	BOYDOW ROBERTA			

CUST200F		BLM Interim LIS		04-JUN-92	
Customer ID List Report					
opt -->		Customer ID Number: <input type="text"/>			
opt -->		Beginning Date: 04-JUN-1992			
		Ending Date: 04-JUN-1992			
		Destination: <input type="text"/> F0 Queue Type: <input type="text"/>			
<Show keys=KF1> <Submit Report=KF0> <Exit=Esc X> <input type="text"/>					
Please enter the Customer ID Number. Blank = ALL ID NUMBERS.					
Char Mode: Replace Page 1 Count: *0					

(CUST201F) History Customer ID Index Report

The Customer ID List Report (CUST200F) produces a 132-column report of a particular customer, customers entered within a specified data range, or all customers within the System. The Customer ID List Report (CUST200F), above, contains the following data elements: customer ID, customer date (date the customer was added to the System), customer type, name date (date the name was added or changed), customer name, address number, address date (date the name was added or changed), and customer address. The report sorts by customer ID and name number and address number within the customer ID.

CUST200F										BUREAU OF LAND MANAGEMENT - INTERIM LIS									
ADM STATE: ALASKA										HISTORY CUSTOMER ID INDEX									
CUST ID:		CUST NAME		CUST DATE		CUST TYPE		CUST NAME		CUST NAME		CUST NAME		CUST NAME		CUST NAME		CUST NAME	
90000475		S		19-JUN-92		S		S		S		S		S		S		S	
19-JUN-92										19-JUN-92									

User's Handbook Section 6.5.2

CUST201F

BLM Interim LIS
History Customer ID Index Report

04-JUN-92

opt -->

Customer ID Number:

Destination:

Queue Type:

<Show Keys=F1> <Submit Report=F0> <Exit=Esc X>

Please enter the Customer ID Number Blank = ALL ID NUMBERS.

Char Mode: Replace Page 1 Count: 00

(CUST202F) New Customer Report

The New Customer Report (CUST202F) produces an 80-column report of customers created within a specified data range. The New Customer Report (CUST202F) contains the following data elements: customer ID, customer name(s), customer address(es), number of cases, and employee login of the person who created the customer. The report sorts by customer ID.

User's Handbook Section 2.4.2 and 6.5.3

CUST202F BUREAU OF LAND MANAGEMENT - INTERIM LIS					
ADM-STATE: AK NEW CUSTOMER REPORT					
CUST ID	CUSTOMER NAMES	CUSTOMER ADDRESSES	\$ OF CASES	EMP ID	
000004737	POWLES DANIEL MARTIN	4262 FISHBONE BLVD FT COLLINS, CO 80405	2	LJSMITH	
000004738	EMPLEVARY FREDSONT	159 MAPLE ST ANCHORAGE, AK 99531	1	LJONES	
000004745	FRANK BRYAN ARDIS	11645 BARK RIVER WAY WADSWORTH, WI 53186	1	LIVEMON	

CUST202F	BLM Interim LIS New Customer Report	13-JUL-92
Beginning Date: <input type="text"/>		
Ending Date: 13-JUL-1992		
Destination <input type="text"/> PR0 Queue Type <input type="text"/>		
<Show Keys=KP1> <Submit Report=KP0> <Exit=Esc X>		
Enter beginning date range <DD-MON-YYYY>		
Char Mode: Replace Page 1		Count: *0

(CUST400F - Pages 1 - 4) FIND Customer

The FIND Customer Form (CUST400F) is the fourth option in the Data Retrieval Functions Menu. This form contains four pages, a name selection screen, an address selection screen, a case serial number list screen, and a case/customer association screen to search for a customer in the System and view the customer's cases, if any.

User's Handbook Section 3.4 - Page 1

CUST400F

BLM Interim LIS
FIND - Customer

15-APR-92

Customer Name		Cust ID	Name Num
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			

Press <ENTER QUERY> to query customer names Use arrow keys to select customer
Char Mode: Replace Page 1Count: *0

User's Handbook Section 3.4 - Page 2

CUST400F

FIND - Customer
Addresses

15-APR-92

<input type="checkbox"/> Address	170 DON SHELDON GENERAL DELIVERY	City	THULEETNA	Addr Num	
		ST	AK Zip 99576		001
<input type="checkbox"/> Address		City		Addr Num	
		ST	Zip		
<input type="checkbox"/> Address		City		Addr Num	
		ST	Zip		
<input type="checkbox"/> Address		City		Addr Num	
		ST	Zip		
<input type="checkbox"/> Address		City		Addr Num	
		ST	Zip		

Use arrow keys to choose an address then press <NEXT FIELD> to continue.
Char Mode: Replace Page 2Count: *1

User's Handbook Section 3.4 - Page 3

CUST400F

FIND - Customer

15-APR-92

Customer ID 000043012

Name Num 001

Addr Num 001

Case Serial Num	Case Type	Status

Press Next Field to Display Abstract Information.

Please Enter Customer ID Then Press <NEXT FIELD> To Continue

Char Mode: Replace Page 3

Count: *0

User's Handbook Section 3.4 - Page 4

CUST400F

FIND - Case/Customer Information

15-APR-92

Case Ser Num	Cust ID	IR	Pct Int	Chg Date	Enpl ID
FF 084737	000084727	01	100	31-MAR-92	KOHR
	001	MINYARD THOMAS J			
	001	1360 FAIRFIELD DRIVE, BOULDER, CO			
FF 084749	000084727	01	100	15-APR-92	KOHR
	001	MINYARD THOMAS J			
	001	1360 FAIRFIELD DRIVE, BOULDER, CO			

Char Mode: Replace Page 4

Count: *2

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(DICT102F) Valid Case Type Codes

The Valid Case Type Form (DICT102F) allows you to view and query valid BLM case type codes used in this System.

User's Handbook Section 3.9

Code	Description	Legal
000000	PUBLIC LAND (NO ACTION)	SYSTEM ASSUMES ALL LAND ORIGINALLY OWNED
000001	AREA-ORIGINAL 13 STATES	PRESENT AREA ORIGINAL THIRTEEN STATES
000002	NORTHWEST TERRITORY	CESSIONS TO THE UNITED STATES FROM THE
000003	NORTH CAROLINA-TENNESSEE	CESSION TO THE UNITED STATES ON
000004	LOUISIANA PURCHASE-1803	PURCHASED FROM FRANCE ON APRIL 30, 1803
000005	RED RIVER-1818	CEDED BY GREAT BRITAIN BY CONVENTION OF
000006	FLORIDA-1822	TREATY WITH SPAIN ON FEBRUARY 22, 1819
000007	TEXAS-1845	REPUBLIC OF TEXAS RECOGNIZED AND ANNEXED
000008	OREGON COMPROMISE-1846	OREGON COMPROMISE WITH GREAT BRITAIN ON
000009	TREATY WITH MEXICO-1848	TREATY WITH MEXICO ON FEBRUARY 2, 1848

<Show Keys=KP1> <Exit=Esc X>

Char Mode: Replace Page 1 Count: 10

(DICT103F) Valid Case Type/Action Codes

The Valid Case Type/Action Code Form (DICT103F) allows you to view and query valid BLM case types and corresponding action codes. Allowable action codes for each valid BLM case type appear on this form.

User's Handbook Section 3.10

DICT103F

BLM Interim LIS
Case Type/Action Code (2962)

16-APR-92

Case Type	Act	Description	Pend	Status	Form	Screen
000445	001	HSE ESTABLISHED		01		
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol		
		FFE				
Case Type	Act	Description	Pend	Status	Form	Screen
000445	002	BONUS BID REFUNDED		01		
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol		
		FFE				
Case Type	Act	Description	Pend	Status	Form	Screen
000445	005	NON-REFUNDABLE PYMT RECD		01		
Date Type	Money Cat	Money Type	Fund Code	Fund Symbol		
		FFE				

<Show Keys=KP1> <Exit=Esc X>

v Char Mode: Replace Page 1Count: 3

(DICT107F) Valid Action Codes

The Valid Action Code Form (DICT107F) allows you to view and query valid BLM action codes. All valid action codes appear unrelated to case type usage. Refer to the Valid Case Type/Action Code Form (DICT103F) for to verify usage of a particular action code by a specific case type.

User's Handbook Section 3.8

DICT107F		BLM Interim LIS			15-APR-92	
		Action Code (2960)				
Code	Cat Code	Status	Code	Money Cat	Description	
001		FF		1	APLN RECD/CASE ESTABLISH	
002					APLN NOT RECEIVED	
003					AMEND/CORR APLN RQSTD	
004		FF			AMEND/CORR APLN RECD	
005		FW			APLN REJ/DENIED	
007		FW			APLN REJ/DENIED PART	
008		BU			ACTION SUSPENDED	
009		FL			APLN WITHDRAWN	
010		FL			APLN WITHDRAWN IN PART	
011		FE			APLN/OFFER SEGR FOR SUS	
<Show Keys=F1> <Exit=Esc X>						
v Char Mode: Replace Page 1				Count: 10		

(LAND100F) Add/Change/Delete LLD Information Form

This form allows you to add, change, delete and query Legal Land Description (LLD) data. Use this form to query, change or delete existing LLD records, and add new records to the System. Land records entered on a case land record must first exist on LLD.

User's Handbook Section 7.1

LAND100F		BUREAU OF LAND MANAGEMENT - INTERIM LIS		23-JUN-92	
Add/Change/Delete LLD Information					
Mer []		Twp []		Rng []	
Sec []					
Srvy Type []		Srvy Num []		Suffix []	
Srvy Note []		Acres []			
Adm State []		Geo State []		Adm Agcy []	
Mer Quad []					
BLM Dist []		RA []		Plan Unit []	
Cnty/Bor []		Cong Dist []		Native Region []	
<Show Keys=KP1><Exit=Esc X>					
Char Mode: Replace Page 1 Count: *0					

(LAND200F) List LLD Records Report Form

The List LLD Records Report (LAND200F) produces a 132-column list of all LLD data maintained in the LLD table. The report sorts by ascending meridian, township and range.

User's Handbook Section 7.2.2

[illegible]

```

LMND2004
BLM Interim LIS
List LLD Records Report
12-JUN-92

This report has no parameters.

All information from the LLD table is retrieved.

Destination F Queue Type
<Show Keys=F> <Submit Report=F> <Exit=Esc X>

Enter destination type of (P)rinter or (F)ile
Char Mode: Replace Page 1 Count: *0

```


(LAND201F) Non-standard Survey (LLD) Report Form

The Non-standard Survey (LLD) Report (LAND201F) produces a 132-column report of non-standard LLD information entered into the table under a specific survey note. The Non-standard Survey (LLD) Report, above, contains the following information: survey note; meridian, township, range and section; survey type, number and suffix; geographic state; county or borough; congressional district; district office, resource area and planning unit; administrative agency; regional corporation; and, recording district. This report sorts in ascending order by survey note and meridian, township, range and section.

User's Handbook Section 7.2.4

LAND 2012				STATEMENT OF LAND MANAGEMENT - INTERIM L15														
NON-STAND. ALAGA				NON-STANDARD SURVEY (SLD)														
SVTY	MM	TH	REG	SEC	TRF	DO	STP	PT	CHPT	CMO	DI	SLM	SLM	SLM	SLM	ADN	ACT	SEC
DATE																		
A	29	0810E	0030E	099	0					06	06					10		
B	44	0040E	0040W	002	9			AE		01	07					99999999	10	
B	44	0040E	0040E	006	8			AE		01	07					99999999	10	
B	44	0040E	0040E	006	9			AE		01	07					99999999	10	
B	44	0040E	0040E	009	9			AE		01	07					99999999	10	
B	44	0040E	0040W	010	9			AE		01	07					99999999	10	
B	44	0040E	0040W	011	9			AE		01	07					99999999	10	
B	44	0040E	0040W	012	9			AE		01	07					99999999	10	

```

RNDQ01F                                BLM Interim LIS                        21-MAY-91
Non-Standard Survey (LLD) Report

                                     ┌───────────┐
opt →    Survey Note Code: █
                                     └───────────┘

Destination: PKO                      Queue Type: X

<Show Keys=KP1> <Submit Report=PK0> <Exit=Esc X>

Char Mode: Replace   Page 1                               Count: *0

```

(LAND202F) Land Special Survey Report

The Land Special Survey Report (LAND202F) produces a 132-column report of acreage information for a specified township or meridian quadrant. The Land Special Survey Report contains the following information: survey type, survey number, survey suffix, acres, meridian, township, range and section, total acres for the survey number, total acres for the survey type, based upon the selection criteria entered. The report sorts by ascending survey type.

User's Handbook Section 7.2.1

[illegible]

```

  AR0302F                                12-JUN-92
                                BLM Interim LIS
                                Land Special Survey Report

  [ Meridian Code ] Opt --> [ Meridian Quadrant ] [ Survey Type ]
  [  ] [  ] [  ] [  ] [  ]

  [ Township Begin End ] [ Range Begin End ]
  [  ] [  ] [  ] [  ] [  ] [  ]

  Destination [ F0 ] Queue Type [  ]

  <Show Keys=KP1> <Submit Report=KP0> <Exit=Esc Y> L01

```


(LAND203F) MTR Report

The MTR Report (LAND203F) produces a 132-column report of townships within the specified Meridian and Range. The MTR Report contains the following information: meridian, township and range. The report sorts by ascending meridian, township and range.

User's Handbook Section 7.2.3

LAND203F BUREAU OF LAND MANAGEMENT - INTERIM LIS MTR REPORT											
ALASKA											
MERIDIAN	TOWNSHIP	RANGE	MERIDIAN	TOWNSHIP	RANGE	MERIDIAN	TOWNSHIP	RANGE	MERIDIAN	TOWNSHIP	RANGE
28	0010N	0010W	28	0010N	0010W	28	0020N	0010W	28	0020N	0010W
28	0030N	0010W	28	0030N	0010W	28	0040N	0010W	28	0040N	0010W
28	0050N	0010W	28	0050N	0010W	28	0060N	0010W	28	0060N	0010W
28	0070N	0010W	28	0070N	0010W	28	0080N	0010W	28	0080N	0010W
28	0100N	0010W	28	0100N	0010W	28	0120N	0010W	28	0120N	0010W
28	0140N	0010W	28	0140N	0010W	28	0160N	0010W	28	0160N	0010W

LAND203F

BLM Interim LIS
MTR Report

12-JUN-92

Meridian

Range

Destination

Queue Type

<Show Keys=F1>

<Submit Report=F0>

<Exit=Esc Y>

Char Mode: Replace Page 1

Count: *0

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Chapter 3

Fields by

Alphabetical Order

All Interim System Fields by Alphabetical Order

2nd Date (Second Date) - This 11-digit field contains the completion date of the action identified by the action code. Second date codes do not change the case status. The range of allowable dates is 04-JUL-1776 through 01-JAN-4444, in the standard date format, DD-MON-YYYY. The System allows entry of a second date only with certain action codes; check the Date Type field description on the Action Code LOV Screen.

Example:

Enter February 1, 1985 as 01-FEB-1985.

DE 2967

2nd Date Description - This 15-character field contains the textual description associated with a 2nd date Type Code.

2nd Date Type - This two-character numeric field identifies the type of second date action (e.g., received, approved, etc...). If you enter a second date, you must enter a second date type. Data Element 2967 contains valid second date type designations. You may also enter a 2nd date type without entering a second date for action codes that allow a second date.

NOTE:

Several action codes allow usage of any one of a set of 2nd date types. The action code LOV screen identifies these action codes with the 2nd date type 70 in the Date Type field.

Abandonment Yr - *see Aband Yr.*



Aband Yr (Abandonment Year) - This two-digit numeric field contains the year (e.g., 94) a mining claim is abandoned for Mining Claim Case Types.

Accounting Advice Date - *see System Date*

Accounting Advice Number - *see Acct Adv Num.*

Acct Adv Date (Accounting Advice Date) - *see System Date*

Acct Adv Num (Accounting Advice Number) - This seven-character alphanumeric field identifies the accounting advice number assigned through Accounting Advice Processing for a particular accounting advice receipt.

Acct Adv Remarks (Accounting Advice Remarks) - These ten, 30-character per line, fields contain accounting advice remarks related to the fund codes/symbols entered for an accounting advice receipt.

NOTE:

Enter accounting advice remarks accordingly to line up the fund code/symbol with the appropriate remark.

Acct Adv Time (Accounting Advice Time) - *see System Time*

Acres - This 14-digit (including the decimal) field contains the number of acres within a legal land description maintained in the LLD table. The first three digits are for the whole acres and the last four are for the fractional portion of an acre.

DE 1775/2960 **Act Code (Action Code)** - This three-digit numeric field identifies steps or actions taken to effect change and/or notations to any record. Data Element 1775/2960 contains appropriate action codes for the case type specified.

Keep in mind that each case type allows only certain action codes. The Case Type/Action Code matrix indicates if an action code changes the case status and if so, which status, which codes allow a 2nd date entry and which type of 2nd date, and which codes require a pending entity. (Pending entity requirements are determined by each state.)

DE 0066 **Act Date (Action Date)** - This 11-character field contains the date the identified action took place. This field uses the standard date format: day, month, year sequence, DD-MON-YYYY. When entering the action date, type the entire date, including zeros and hyphens to separate the elements. The range of allow-

able dates is 04-JUL-1776 through 01-JAN-4444. Data Element 0066 contains appropriate abbreviations for each month.

Example:

Enter January 7, 1979 as 07-JAN-1979.

Action Description - This 24-character field contains the textual description of an action code.

NOTE:

Action code descriptions may vary from case type to case type for the same action code. 001, for example could mean Case Established (223010) or Case Opened 9231130 or several other descriptions.

Act/Land (Action/Land Relationship - Action Taken) - This 24-character field identifies the last action taken on the current land selected. Only the action description appears, not the action number or action code, i.e. **TENTATIVE APPRV GIVEN**, not 013 for the action number associated to the land in the case.

NOTE:

An association is made between an action record and a land record within the Case Processing environment using the Update Action/Land Relationship Form (CASE101F). This connection must exist before any actions affect lands.

Act Num (Action Number) - The System automatically updates this three-digit numeric field for each action entered on a case. The action number identifies the sequence in which action codes are entered and cannot be changed by the user. This number ties the action to lands, commodity, U.S. Rights, etc... in other forms.

NOTE:

If an action code is deleted the action number is deleted from the case.

Act Rmks (Action Remarks) - This 21-character alphanumeric field has a free format. If the action remarks exceed 21 characters, additional remarks appear in the Update General Remarks Form - (CASE103F). Action remarks and general remarks can be tied together by using an alphanumeric character enclosed in slash marks, /A/, /01/, etc....

NOTE:

Action codes frequently require structured action remarks. Check Data Element 1775 to ensure correct entries in this field.

Information entered in action remarks of older automated recordation systems (i.e., Case Recordation, Mining Claims, ORCA) is now entered directly into fields on the Action Record Page - Comprehensive (CASE100F - Page 5), e.g., assessment year, county recordation information and document number.

Action - *see Act Code, Act Date, Act Num, Act Rmks.*

Action Lock Word - This four-character alphanumeric field identifies the confidential word, or password, used by the user to lock the existing action records on or before the date specified in the Lock Date field on the Lock Action Records Form (CASE106F). The exact same word or letter sequence must be entered to unlock the records.

Add Date - This field contains the date that this case was entered originally into a BLM automated records system (e.g., Case Recordation, ORCA, AALRS, MC, Interim).

Addr Num (Address Number) - This mandatory three-digit numeric field associates the address information to the customer ID using a sequential number (i.e., 001, 002, 003, etc...) generated by the System for

each address entered into the Customer database. Each address number is associated directly to the customer ID, not the customer name. The Address field contains the complete street/ mailing address tied to the current address number as it appears in the database. *Also see Customer Address.*

DE 2929

Adm Agcy (Administrative Agency) - This eight-digit numeric code identifies the agency that maintains administrative jurisdiction over federal surface (land), e.g., Forest Service, National Park Service, BLM, etc.... The System automatically completes this field using information from the Legal Land Description (LLD) database. The System-generated adm agcy code is accurate to the section level only. Data Element 2929 contains valid adm agency codes.

Adm State (Administrative State) - This two-character alphabetic field identifies the state responsible for administering the case. Accompanying the administrative state abbreviation is the complete name of the state.

Example:

For a case located in Texas, the administrative state is New Mexico. The System in New Mexico automatically completes the Adm State field with the following data, based on the geographic state entry of TX for Texas.

NM New Mexico



Alaska - *see ANCSA Code, Parcel Code.*

DE 2904

Aliquot (Aliquot Part) - This ten-character alphanumeric field designates the aliquot parts of the case land described in the case land record. If the case is a mining claim case, the Aliquot Part field contains the quadrant of the mining claim. An aliquot part is a subdivision of a section which results from a series of halving and/or quartering a section. Data Element 2904 contains valid aliquot part designations.

Use the following for mining claims entry:

NE (for northeast)
NW (for northwest)
SE (for southeast)
SW (for southwest)

Example:

For a mining claim located in the NE and NW quadrants, the north half of a section, enter N2.



ANCSA (Alaska Native Claim Settlement Act)

Code - This single-digit field identifies the portion of ANCSA that relates specifically to the case. ANCSA codes include digits 1–8.

Assessment Year - *see Assmnt Yr.*



Assmnt Yr - This two-digit field specifies the year in which assessment work was completed for the case's mining claim pertaining to this particular action record.

B/C (Brief/Comprehensive) - This single-character field prompts the System to continue to the Comprehensive Action Record Page or remain on the Brief Action Record Page of the current form.

Each state determines the System defaults for this field, to **B** for most action codes. You may override the default as needed.

Block - *see BK.*

BLM Dist - *see DO (District Office)*

DE 0419

BLM Pend Enty (BLM Pending Entity) - This 13-character alphanumeric field identifies the BLM office that currently has the action on the case. Data Element 0419 contains valid BLM pending entity codes.

NOTE:

Once the action is completed, delete the pending code from the action record using the Update Action Form (CASE127F).

DE 3131

BK (Block) - This field contains the two-character alphanumeric identification of a block defined within a townsite. This survey description includes a survey number as a further definition of the survey. Data Element 3131 defines block. The block is derived from a survey type description entered on a case land record and displayed in the On-line Case Abstract.

Brief/Comprehensive - *see B / C.*

Book Num (Book Number) - This five-character alphanumeric field identifies the county or recording district book number that contains recordation information concerning the document identified by the action code.

C (Connection) - This single-character transaction-identifying field allows the user to specify to add or delete an action to land relationship on an individual basis, one land record at a time. A **C** appears in this field when the land record is connected to the currently displayed action record.

NOTE:

In the C field you can connect or disconnect only one record at a time.

Case Acres - This 14-digit (including the decimal) field specifies the total acreage for the case. The first nine digits contain the whole number of case acres. The second four digits contain the decimal portion of the case acres.

Case Acres Balance - This 14-digit (including the decimal) field contains the balance of active case acres, i.e., acres not withdrawn, rejected, denied, etc... from the original case acres. The System derives this figure based on actions taken on the case's land records which alter the land status.

DE 3138

Case Land Acres - This field specifies the number of acres in a particular case land record. The first nine-digit numeric field contains the whole number of case land acres. The second four-digit numeric field contains the decimal portion, if any, of the case land acres. Data Element 3138 contains a detailed description of case land acres.

Case Ser Num (Case Serial Number) - This 15-character group of fields includes the Geo State, Land Ofc, Prefix, Ser Num and Suffix fields. Structure of the case serial number for lands and minerals follows the established standard BLM method of case file numbering. The 15-character code consists of five parts structured as follows:

Example:

```
W Y W _ _ _ _ 6 0 0 4 7 8 _ _  
A K F F _ _ _ 0 0 3 7 8 4 _ _  
M T B L M A 0 0 2 4 7 6 3 _ _  
N M N M M C _ 0 1 0 8 7 6 _ _
```

Where the _ denotes a blank space in the case serial number.

NOTE:

For Mining Claim cases, the structure of the case serial number differs in that the Mining Claim designation replaces the Land Office designation of the lands and minerals case serial number.

DE 2586

Case Status - This two-digit field identifies the case status specified or set by an action. Data Element 2586 contains a list of allowable case status codes. The case status code maintains the status of the case as a whole, as opposed to land status which identifies the status of a particular land record within a case.

DE 2961

Case Type - This six-digit numeric field contains the case type code identifying the type of case. Data Element 2961 provides a valid list of case type codes. At present, the first two digits of the code refer to Title 43, Code of Federal Regulations (CFR).

If the case citation is not covered by a specific case type code, use the nearest case type ending in 99. This action requires subsequent code correction when a more accurate or appropriate case type is defined or identified.

Case Type Description - this 24-character field contains a textual description of the case type code.

Case Type Legal Text - This descriptive field provides the legal text which accompanies the identified case type for the current case. The legal text is retrieved from the validation table and the Data Element Dictionary for the case type codes.

DE 3009

Cashier Num (Cashier Number) - This single-character field contains a code used to identify the person bonded and authorized to perform cashier functions in the BLM state offices for the purpose of collecting,

receiving and validating monies from the general public into the U.S. Treasury. Data Element 3009 contains valid codes.

Cat Code (Category Code) - This single-character contains an L if the particular action may be tied to a land record.

Change Date - This field contains the date that this case was last changed (i.e., changed, added to, deleted from, etc...) in a BLM automated records system (e.g., Case Recordation, ORCA, AALRS, MC Interim).

Check Num - This twelve-digit field contains the number of the check or money order received by the BLM in payment for a transaction recorded in an accounting advice receipt.



Claim Name - This 40-character alphanumeric field for mining claim cases contains the claim name associated with a particular mining claim case (Case Type 384). The System automatically skips this field or leaves the field blank for all other case types.

DE 2185 **Collection Method** - This single-character field contains the code which identifies the type of monies received from a customer in a money transaction recorded through accounting advice. Data Element 2185 contains additional information and appropriate codes.

Connection - *see C.*

Commodity Code - *see Cmdty Code*

DE 2508 **Cmdty Code** - This three-digit numeric field identifies the type of commodity described in a transaction performed for a particular action. Data Element 2508 contains additional information and valid codes.

Example:

251 GEMSTONE, DIAMOND LC
252 GEMSTONE, RUBY LC

DE 0004 **Cong Dist (Congressional District)** - This two-digit numeric field identifies the congressional district in which the lands described in the legal land description exist. Data Element 0004 contains additional information and valid codes.

Cost - This field contains the amount paid or refunded per item identified in the How Many field on certain Accounting Advice forms. The value entered in this field is not saved to the System tables, but is used solely for calculation of the money amount and user convenience.

DE 0002 Cnty/Bor (County/Borough) - This three-digit numeric field designates the county or borough in which the case land description exists. Data Element 0002 contains valid lists of county/borough codes.

Cust Date (Customer Date) - *see System Date.*

Cust ID (Customer Identification) - This nine-digit numeric field contains a unique ID number representing a specific BLM customer. Each customer receives a permanent ID within the customer database. Each customer ID may have multiple names (name numbers) and addresses (address numbers) associated with a single customer I.D.

Customer Address - These five fields include two 30-character lines for the street address and separate fields for the City, State, and ZIP code.

Cust Addr NUM (Customer Address Number) - *see Addr Num.*

Customer Name - These two 50-character fields contain customer name and pertinent associative information (c/o, AKA, etc...).

Cust Name Num (Customer Name Number) - *see Name Num.*

Cust Time (Customer Time) - *see System Time.*

DE 2575 Customer Type - This single-character field identifies the type of customer: **A** - **Agency**, **C** - **Corporation**, etc.... Data Element 2575 contains additional information and valid codes.

Date Range - This two-section date field contains two dates to specify a range from which the System must search for corresponding data primarily for report purposes. The second portion of the date field usually defaults to the current date. Use the standard system format when entering the date(s): , e.g., 01-JAN-1994.

Date Received - This date field contains the date the accounting advice/action paperwork is received for a receipt.

Date Type - *see 2nd Date Type.*

Destination - This two-part field contains the output type identifier, a single-character field which identifies the type of output: **P** for Printer, **F** for File or **S** for Screen Display; and, the printer identifier, a ten-character field which specifies the printer if you choose **P** - printer as your destination.

Direction - *see Srvy Dir.*

Disqualifying Action Codes - These three-digit fields contain action codes that may not be present for report retrieval. *Also see Action Code and Qualifying Action Codes.*

Document Type - *see Doc Type.*

Document Number - *see Doc Num.*

DE 0419 DO (District Office) - This two-digit numeric code represents the BLM district office responsible for the area included in the case land record description. Data Element 0419 contains available district designations. The System-generated district office information is accurate to the section level only.

Doc Num (Document Number) - This eight-character alphanumeric field identifies the document number (e.g., patent number, deed number, etc...) associated with the specific document type.

DE 2577 Doc Type (Document Type) - This two-character alphabetic field identifies the type of document being issued (e.g., patent, quit claim deed, etc...). Data Element 2577 contains appropriate designations.



Dstrb Acres (Disturbed Acres) - This 13-digit field identifies the number of acres actually disturbed by exploration, prospecting, development or mining operations in a Surface Management Plan or Notice within the total case acres. Only case types 3802/3809 use the Disturbed Acres field.

Empl Intl (Employee Initials) - This three-character alphabetic field contains your initials or the initials of the employee who made the decisions regarding the case land information entered for this case.

Employee ID (Employee Identification) - This eight-character field, generally completed automatically by the System, contains the user's login ID to Oracle®.

Form - This eight-character field contains the program name of subsystems within the System that are accessible for a particular action code. This field appears with the Case Type Action Code Matrix (DICT103F).

Fraction - *see Srvy Frac.*

DE 2928 FRC Acc Num (Federal Records Center Accession Number) - This 15-character alphanumeric field contains the number assigned by the Federal Records Center to identify the cabinet and shelf where the FRC box resides containing this specific case file. Data Element 2928 contains a description of this field. The accession number uses dashes and should be typed exactly as indicated by FRC.

Example:

049-87-C126
049-87-0125

FRC Box Num (Federal Records Center Box Number) - This three-digit numeric field indicates the box number of the current shipment which contains the specified case file.

FRC Box Qty (Federal Records Center Box Quantity) - This three-digit numeric field indicates the number of boxes in the current shipment to the FRC.

DE 0066 FRC Disp Date (Federal Records Center Disposal Date) - This 11-character date field contains the date on which the case file can be disposed. The field uses the standard System date format: day, month, year sequence, DD-MON-YYYY. Data Element 0066 contains appropriate month abbreviations.

Example:

Enter December 1, 2001 as 01-DEC-2001

DE 2928 FRC Loc Code (Federal Records Center Location Code) - This 15-character alphanumeric field indicates the storage location of the boxes within the Federal Records Center. Do not use dashes when entering this number. Data Element 2928 contains a description of the FRC location.

Example:

403984882

DE 2926 FRC Site - This three-character alphabetic field identifies the name of the Federal Records Center in which the case field is stored. Data Element 2926 contains additional information and valid Federal Records Center abbreviations.

Free Format - This 25-character alphanumeric field provides a free-format field, not edited or validated by the System, i.e., the System does not check this information, which contains short metes-and-bounds description or portion of an aliquot part (e.g., **NENW portion N of river**). This field also contains notes referencing additional information in general remarks.

DE 3042 Fund Code - This four-digit field contains a numeric code which represents the type of transaction occurring between the BLM and the customer receiving an accounting receipt, e.g., 0001 - **Filing Fee**, 0002 - **ROW Rentals**. Data Element 3042 contains additional information and valid fund codes.

DE 3042 Fund Code - This 16-character field contains a BLM code that reflects the fund accounting symbol associated with the fund code entered for monies received for an accounting advice receipt. Data Element 3042 contains valid fund symbol codes.

General Remarks - This 52-character per record (line) alphanumeric field typically contains ten visible records when displayed on the Interim System forms. There is no limit to the number of records of remarks that you can have in the General Remarks field.

NOTE:

All remarks remain in the order displayed on the form. If a record is inserted, all subsequent records move down one line.

Geo Name (Geographic Name) - This ten-line, 40-characters/line, alphanumeric field identifies geographic or site names associated with a case. Each geographic name constitutes a separate record limited to one line in length. Although only ten records are visible at a time, the System maintains an unlimited number of geographic name records.

Example:

Mary Point Light
Turnagain Arm Light
Turner Point Light

NOTE:

When entering geographic name data, limit each entry to one line or record (40 characters) as the system stores and retrieves each record in alphabetical order; which means if a record extends beyond one line, the two lines may not appear in order when the system alphabetizes the records.

DE 0009

Geo State (Geographic State) - This required two-character alphabetic field identifies the abbreviation of the geographic state in which the case occurs. Data Element 0009, positions one and two of Argument contains valid geo state abbreviations. This field requires the same data input for lands, minerals and mining claims cases. This field stands alone and is also part of the Case Serial Number.

NOTE:

If a case crosses two geographic states, a case serial number must be assigned in each state. The state with primary responsibility for the right-of-way, unit agreement, etc..., will have the base case and all actions pertaining to the multi-state case will be entered there.

The supporting state must enter the skeletal case data showing the application received, authorized and closed actions/status, and the entire legal description of lands within the supporting state. Also, acres should be identified for the supporting state for financial purposes. Cross references appear in the serial numbers on both cases following the authorizing code in Action Remarks.

How Many - This field identifies the number of items, e.g., rentals, deposits, etc..., received within a single accounting advice money/action record. This field, in conjunction with the Cost field, calculates the money amount automatically for the user. Similar to the Cost field, the System does not store the information entered in this field, but it is provided as a convenience to the user.

DE 3136 Int Rel (Interest Relationship) - This two-digit numeric field establishes the customer's interest in or relationship to the case (e.g., applicant, owner, lessee, designated operator, etc...) using the codes identified by the BLM. Data Element 3136 contains valid interest relationship codes.

Land Num (Land Number) - The System sequentially assigns this five-digit number to each case land record entered for a case. The land number identifies the sequence in which the land records are entered and cannot be changed by the user. This number ties the land records to action records to establish the case land status.

The land number associates the appropriate meridian, township, range and section information, and survey type, survey number, direction, fraction, suffix, aliquot part, free format, district office, resource area and case land acres information to the case.

DE 2911 **Land Ofc (Land Office)** - This four-character field identifies the land office responsible for administering the current case. The land office code and the mining claim designation both use this field as part of the complete case serial number. Each land office has been assigned a different designation between one and four letters in length. Data Element 2911, positions three through six of Argument contains listings of valid land office codes and mining claim designations for each geographic state,

Land Lock Word - This four-character alphanumeric field identifies the confidential word, or password, used by the System to lock the land records associated with the case, using today's date. The exact same word or letter sequence must be used to unlock the records.

Land Status - This two-character field identifies the current status of the selected (displayed) land record. Land status is set by actions and established through the action-to-land tie. Typical abbreviations include:
PA - Patented, **RJ** - Rejected, etc....

Also see Case Status.

Last Act Num (Last Action Number) - This three-digit numeric field contains the last number sequentially assigned by the System to the last action record entered into the case action table for the current case.

Last Land Num (Last Land Number) - This five-digit numeric field contains the last land number recorded for the case. This is the System-assigned number for the last land record entered on the Update Case Land Record Form (CASE125F).

Lock Date - This 11-digit alphanumeric field identifies the date on which the specified action takes place, in particular a lock action locking either action records or land records for a particular case. In the case of action records, this date specifies the date on which the action records are locked; actions occurring after this date are not locked. As with other date fields within the System, this field conforms to the standard System date format, DD-MON-YYYY. The range of allowable dates is 04-JUL-1776 through 01-JAN-4444.

DE 3131 **LT (Lot)** - This field contains the two-character alphanumeric identification of a lot defined within a subdivided survey using nominal aliquot part designations.

Data Element 3131 defines lot. The lot is derived from a survey type entered in a case land description and displayed in the On-line Abstract.

Mask Code - This three-character code identifies a group or series of case types established by a System user and used primarily in data retrieval and reporting.

Mask Name - This field contains the name used to identify the mask code in the mask maintenance environment.

Owner Name - This field identifies the name of the person responsible for establishing the specified window or mask code using the window and mask maintenance forms.

DE 5872 Meas Code (Measurement Code) - This three-digit field identifies the units of measure of timber, vegetal and mineral products sold, leased, permitted, claimed, etc.... It also contains right-of-way attributes, i.e., length and width, pipeline diameter, and powerline voltage. Data Element 5872 contains additional information and valid measurement codes.

Example:

Measurement Code 154 represents the unit of miles.

Measurement Code 005 represents net cubic feet.

DE 2539 Meas Qty (Measurement Quantity) - This partitioned 12-digit field contains the quantity (number) of units (measurement code) of the commodity for the specified action. The first eight digits contain the whole number of units. The second four digits, following the decimal point, contain any fractional amounts of the units. Data Element 2539 contains additional information and entry procedures.

Example:

15.000
1293456.123
.192

Measurement Code - *see Meas Code.*

Measurement Quantity - *see Meas Qty.*

DE 1703

Mer (Meridian) - This two-character alphanumeric field identifies the meridian code describing the land location of the case. Data Element 1703 contains a list of possible meridian codes. A meridian is a line extending north and south from an initial point which establishes the basis for measuring ranges east and west in the PLSS states.

In addition to the meridian codes used in your state, there are three other meridian codes used for cases with an unidentified land description.

00 - For cases that will never have a land description.
For example:

- Cultural resource use permits, usually for an entire resource area, district or state
- Unprotracted/unsurveyed coastal rocks and islets withdrawn as wilderness or as wildlife refuges that will never be surveyed
- Lands covered by Acts that have blanket authority to change land or resource availability

98 - For cases having an invalid meridian, township, range or section code.

99 - For cases where a legal description does not yet exist but can be expected in the reasonably foreseeable future. For example:

- Hiatus of land between two townships or ranges
- Unserved/unprotracted islands within rivers and lakes that will be surveyed

Mer Quad (Meridian Quad) - This two-character alphabetic field identifies the location of the lands relative to the base line and principal meridian. NE, NW, SW and SE are the only valid codes



Mining Claim Designation - The four-character Mining Claims designation uses the Land Office field for mining claim case serial numbers. The designation is made up of two parts. The first part contains a one- or two-letter abbreviation for the administrative state of the mining claim case. The second part contains the two letters MC for mining claim.

Money - see *Money Amt*

Money Amt (Money Amount) - This 13-digit numeric field, containing two optional decimal places, records money amounts related to the action identified by the action code or simply money received in a non-case related transaction through accounting advice. Do not type the \$ sign in the field. Enter the dollars and cents without commas but include the decimal point. Money Amounts appear in relation to units commodities as well as accounting advice actions taken on a case.

Example:

\$12,345.67, type 12345.67

\$43.00, type 43

Money Cat (Money Category) - This single-character field within the Case Type/Action Code Matrix (DICT103F) contains an **M** if the current action code allows a money entry.

NOTE:

Money actions may be entered only through Accounting Advice Processing forms.

DE 2538

Money Type - This three-character field contains the abbreviation for the type of money involved in the specified money record, e.g., **BID** - **BID AMOUNT**, **FFE** - **FILING FEE**, **APR** - **APPRAISAL AMOUNT**. Data Element 2538 contains additional information and valid codes.

Name Num (Name Number) - This three-digit numeric field identifies a specific customer name with the customer ID. Although each customer receives a unique customer ID in the System, there may be several names associated with any one customer. If there are several names associated with one customer, each name receives a unique name number within the customer ID.

Example:

Shell Oil Company has the Name Number 001 within the Customer ID 000074362. Shell Oil Exploration has Name Number 002 within the same Customer ID. Both would have the same customer ID and both have the same address.

Native Region - *see NR.*

NR (Native Region) - This two-character field contains the abbreviation code used to identify a native region in Alaska. *Also see NR Description.*



NR Description (Native Region Description Text) - This 18-character field identifies the Native Region responsible for managing the lands described in the current case land description selected in the second block of this form. This code appears only in Alaska cases.

Num - *see Srvy Number, Name Num, Addr Num.*

Occupancy Date - This group of fields contains the date the customer claims to have initially occupied the parcel. The date format is **DD-MON-YEAR**. The System only requires the year portion of the date; consequently, some of the dates may not contain day and month when accessing forms for data retrieval and update.

Ofc Code (Office Code) - This four-character alphanumeric field identifies your office or the office of the employee who made the decisions regarding the case information entered into the System.

Option Num - This two-digit field contains the number of the desired option from the menu or the page number of the next page to access in On-line Case Abstract. The System defaults this field value to the option selected by the cursor on the menu or the next consecutive page number within On-line Case Abstract.

DE 2929

Other Pend Enty (Other Pending Entity) - This eight-character alphanumeric field identifies the office, outside BLM, that has the action on the case. Data Element 2929 contains valid pending entity codes.

P - *see Parcel Code.*

Page Num (Page Number) - This six-character alphanumeric field identifies the page number within the book specified in the Book Number field.

Par - *see Parcel Code.*



Parcel Code - This one-character alphanumeric field identifies the Native allotment parcel code. Allowable codes include A-Z and 0-9.

NOTE:

The Parcel Code field allows entry of information specific to 2561 case types in Alaska.

Parcel Occupancy - *see Occupancy Date, Parcel Code.*

Pend - This single-character field within the Case Type/Action Code Matrix (DICT103F) identifies whether or not a pending entity is required for a particular case type/action code combination.

Pending Entity - *see BLM Pend Enty, Other Pend Enty.*

Pct Int (Percent Interest) - This 12-digit numeric field contains the percentage of interest the customer has in the case, related to the interest relationship noted for the customer. When there are multiple customers for a case, enter a percentage for each. The value you enter for percent interest must be in the range of zero to 100. If the percentage is not a whole number, type a decimal point, then add the decimal portion of the percent interest.

Example:

Type 36.75 for 36 3/4 % interest in the case.

DE 0419

Planning Unit - This two-digit numeric field identifies the planning unit within the specified resource area and district, if applicable, which is responsible for the described lands. Data Element 0419 contains additional information and valid planning unit codes.

NOTE:

If your state does not have planning units (e.g., Alaska), this field should remain blank.

Prefix - This single character field contains either a zero or remains blank part of the Case Serial Number. Case serial numbers assigned between July 1, 1908

and June 30, 1966 contain a zero in this position. Current case serial numbers do not use a prefix and this field remains blank.

Printer ID (Printer Identification) - This ten-character field contains the code used to identify the printer on which you want a report to print.

Print Receipt - This single character field contains either a **Y**, to print, or an **N** to quit. This field lets the System know if you want to print the receipt containing the information displayed on the current accounting advice form.

Qualifying Action Codes - These fields contain action codes that must be present for report retrieval. *Also see Action Code, Disqualifying Action Codes.*

Queue Type - This single-character field specifies whether the report will print immediately or after business hours and its priority within the System. Each state office regulates the various queues for executing and printing reports. The System generates and prints reports in the order they are entered. When you access the Queue Type field, one of the following messages appears in the message line:

Enter E to submit report on Express queue
or N for Nite queue

or

Enter N to submit report. Express queue
unavailable.

NOTE:

Your Database Administrator identifies which reports require printing after hours and which may print to local printers. If you have questions concerning this report, contact your Database Administrator.

DE 0419

RA (Resource Area) - This two-digit numeric code represents the BLM resource area responsible for the area included in the case land record description. Data Element 0419 contains valid resource area codes. The System-generated resource area information is accurate to the section level only.

NOTE:

If your state does not have resource areas (e.g., Alaska), this field should remain blank.

Range - *see Rng.*

Rcpt Num (Reception Number) - This ten-character alphanumeric field identifies the miscellaneous sequential number assigned to the recorded document by the county courthouse or recording district. It may be used in conjunction with the Volume Identification field.

Receipt - *see Acct Adv Num.*

Reception Number - *see Rcpt Num.*

Remarks - *see Action Remarks, Acct Adv Remarks, General Remarks.*

Remitter Address - These four fields contain the street address (two lines, 30 characters per line), City, State and ZIP Code of the person remitting monies for an accounting advice receipt.

Remitter Name - This 30-character field contains the name of the person, not necessarily the customer, who made the payment for the current accounting advice receipt.

Regional Corp (Regional Corporation) - *see NR (Native Region).*

Resource Area - *see RA.*

DE 1699

Rng (Range) - This five-character alphanumeric field contains the range designation of a case for the case land description. Data Element 1699 defines range. Range is the PLSS designation for township tiers east or west of a principal meridian. The five-character designation consists of three parts:

- The first three positions of the field contain the whole number of the range, e.g., range 15 would be 015.

- The fourth alphanumeric position contains the fractional range code. It can also be used to designate a duplicate or triplicate meridian-township-range number.

To uniquely identify a second township with identical state-meridian-township-range numbering, add the letter **A** for a duplicate township to the north or east of the original township. Add the letter **B** for a triplicate township to the north or east of a duplicate township. See Data Element 1699 for an explanation and list of meridian-township-range number duplicates.

- The fifth position is the direction from the meridian. The only acceptable direction codes are **E** for east or **W** for west.

ROW Width (Right-Of-Way Width) - This five-digit field contains the width dimension of a right-of-way corridor in a case land record. *Also see Meas Code.*

Screen - This single-character field in the Case Type/Action Code Matrix (DICT103F) identifies to which page the specified action code defaults, **B**(rief) or **C**(omprehensive). Each state controls the value of this field for each action code/case type combination.

Second Date - *see 2nd Date.*

Second Date Type - *see 2nd Date Type.*

DE 2506

Sec (Section) - This three-character alphanumeric field contains the section designation of a case related to the meridian, township and range information. Data Element 2506 defines section.

A section is a major subdivision of a township, normally a quadrangle approximately one mile square which contains approximately 640 acres. Sections are numbered typically from 1 to 36 but can be numbered higher and in some states may include alphabetic characters.

Ser Num (Serial Number) - This six-digit numeric field contains the numeric case number shown in the Case Serial Number as assigned by the System.

NOTE:

Serial numbers for mining claims will be issued from a different automated log than lands and minerals cases, except in Alaska.

Sort Option - This single-digit field contains the value used to identify how you want to sort your tape output information using one of the five available options.

Sq Ft (Square Feet) - This ten-digit numeric field identifies the case land acres in square feet for the record described. Generally use this field to describe an area for a small right-of-way (e.g., less than one-quarter acre) or other small corridor or land designation.

Srvy Dir (Survey Direction) - This two-character alphanumeric field identifies the direction of a portion of a special survey for a particular land description.

Example:

For the NE portion of Lot 2, NE would be entered in the Direction field.

Srvy Frac (Survey Fraction) - This single-character numeric field identifies a fractional portion of a special survey similar to the fourth position in the township or range fields.

Example:

Existing Data	Fractional Code
Lot 1	No Fractional Code
Lot 1 1/4	1
Lot 1 1/2	2
Lot 1 3/4	3

DE 2920 Srvy Note (Survey Note) - This single-character alphabetic field identifies non-standard conditions that exist in the records for a cadastral survey, i.e., multiple lots of the same number in one section. Data Element 2920 contains additional information and valid survey note codes.

DE 3118 Srvy Num (Survey Number) - This seven-character alphanumeric field identifies the survey number used to specify the case land. Data Element 3118 defines

survey number. The survey number can be a number and/or a letter assigned to an area of land as the result of a survey. The survey number also identifies areas such as lots, tracts, homestead entries, mineral surveys, etc....

DE 3131 **Srvy Type (Survey Type)** - This single-character alphanumeric field identifies the type of survey performed. Data Element 3131 contains valid survey type codes. A survey type indicates the kind of subdivisional component of a public land survey appropriate for this case land.

NOTE:

Survey Type restrictions:

Survey Type	Restrictions
V	Void - Not an allowable entry in either PLSS or non-PLSS descriptions.
4	Exclusion/Exception Acreage to Aliquot - Use only in Eastern States Status collection or conversion of Forest Service LOS data.
5	Mining Claims - Used only with mining claim case type 3840.
6	Nominal Location of Encumbrance - Use only in Eastern States Status collection or conversion of Forest Service LOS data.
7	Relinquished, Withdrawn or Rejected Lands - Used only with non-PLSS descriptions.
8	Unknown - Used only in Status collection.
9	All - If used, all other selections must be blank because it covers an entire section.

Srvy Suf (Survey Suffix) - This two-character alphanumeric field contains the survey number suffix. You can attach a suffix to any survey number, including a nested survey.

Example:

Block 1E, Lot 4B, where E is the Suffix for the block number and B is the Suffix for the lot number.

For a single nested survey description, there are multiple survey types, including:

N = Townsite
K = Townsite Block
L = Lot

Status - *see Case Status, Land Status, Status (Sct).*

Status (Sct) - This two-digit field in the Case Type/Action Code Matrix (DICT103F) specifies what status is accorded to which action code/case type combination. Not all action codes contain status. This identifies the case status set by the specified action code. *Also see Case Status.*

Suf - *see Srvy Suf, Suffix (Case Serial Number).*

Suffix - This two-character alphanumeric field contains a designated suffix of the case serial number. The suffix uniquely identifies those cases resulting from the division of an original case into multiple, separate and unique cases (e.g., a classification, a Recreation & Public Purpose (R&PP) lease and/or patent, unit agreement and related participating areas, exchanges, etc...). In the past, a suffix denoted a partial assignment and many of these cases still exist in the database today. The current practice is to assign a new case serial number to partial assignments rather than a suffix.

In Alaska, in addition to a prefix and serial number, an abstract may also have a suffix. Suffixes are valid for village selections, easements and regional selections. Occasionally, mission site or state selection contains a suffix of one alphabetical character.

Surveys - *see Srvy Dir, Srvy Frac, Srvy Type, Srvy Num, Srvy Suf, Srvy Note.*

System Date - This eleven-character date field contains the date the current record is created using the standard System format : DD-MON-YYYY.

System Time - This eight-digit field contains the current time in military format, HH:MM:SS, when a record is created.

Term of Lease - This three-digit field contains the length of time (in years) for which a lease on a case is issued.

Total - This 17-digit field contains the running total of monies received for an accounting advice receipt.

DE 3131 TR (Tract) - This field contains the two-character alphanumeric identification of the tract defined within a non-cadastral survey. Generally, this field identifies tracts acquired by agencies within projects, i.e., military installations, national forests, etc.... Data Element 3131 contains additional information. The tract is derived from a survey type entered in case land record and displayed in the On-line Case Abstract.

Type - see *Money Type, Srvy Type*.

DE 1695 Twp (Township) - This five-character alphanumeric field identifies the township in which the case land description occurs. Data Element 1695 defines township. Township is the PLSS designation for a tier extending north or south of a base line. The five-character alphanumeric designation consists of three parts:

- The first three positions specify the whole number of the township, e.g., township 29 would be 029.
- The fourth position contains the fractional township code, 0, 1, 2 or 3.
- The fifth position identifies the direction from the base line. The only acceptable direction codes are N for north or S for south.

DE 2507 U.S. Rights Code - This three-digit field identifies rights reserved, created and/or retained, by the U.S. when issuing a deed, patent or other instrument of conveyance. Reservation of rights occurs when the granting clause of the conveyance document excludes a portion of the rights which would normally pass to the grantee by the description in the document, but reserves those rights to the U.S.

View, print, Count or Screen Display - This single-character fields allows the user to select on of several media for data retrieval: V(iew) to view data in the SQL forms environment; P(rint) to receive a hardcopy output; C(ount) to precount the number of output pages; S(creen) Display to view the hardcopy format output on the screen.

Void Acct Adv (Void Accounting Advice) - This field contains a Y or N to either void or not void the displayed accounting advice. Voiding an accounting advice receipt deletes all money and action record associated with the specified accounting advice number, but retains the general information, e.g., office code, employee initials, customer ID, remitter name, etc....

NOTE:

An Accounting Advice Receipt may be voided only during the business day in which it was created.

Vol ID (Volume Identification) - This six-character alphanumeric field identifies the volume number of the recordation book assigned by the county courthouse or recording district (identified by the Book Number field).

Window Code - This three-character code identifies a group of meridian, township, range and section land descriptions established by a System user and used primarily in data retrieval and reporting.

Interim System

Release 1.0



Appendices

Appendix A

Interim System Maps

The following pages contain...

- The Interim System Release 1.0 System Map in four pages. Remove, duplicate, and piece together to form a complete diagram of all System menus, forms and pages.

NOTE:

Your office's Interim System Training Coordinator may be able to provide you with pre-assembled or larger format Interim System Maps.

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Interim System Release 1.0 System Map

This map current as of July 3, 1992

Note that your terminal may display System menus differently depending on your level of security access.

MAIN MENU

Menus

User's Handbook
Section
Title

Forms Users

1.1
This is
a Menu

Prog

Chapter 1
User's Handbook

Case Processing

1.1
Update
Case
Header
Record

CASE110F

1.2
Update
Customer
Link

CASE121F

1.3
Update Case
Land
Records

CASE125F

1.4 Update Action/Land

1.5
Update
General
Remarks

CASE103F

1.6
Update
Units/
Commodity

CASE104F

1.7
Update
U.S.
Rights

CASE106F

1.5.1 Update Action (CASE127F)

1.4.1 Page 1
Action
Record
(Brief)

CASE127F

1.4.1 Page 2
Action
Record
(Compre-
hensive)

CASE127F2

1.4.2
Add
Action - Brief

CASE128F

1.4.3 Update Action - Range Serial Numbers (CASE146F)

1.4.3 Page 1
Selection
Criteria

CASE146F

1.4.3 Page 2
Action
Record
(Brief)

CASE146F2

1.4.3 Page 3
Action
Record
(Compre-
hensive)

CASE146F3

1.4.4
Update
Action/Land
Relationship

CASE101F

1.4.5
Update MMS
Finance
Transfer
Transactions

CASE164F

1.4.6
Add MMS
Finance
Transfer
Transactions

CASE165F

Return
to... 1.0
Case
Processing
Menu

Chapter 2
User's Handbook

Report Processing

2.1 Case Abstract Report (CASE223F)

2.1 Page 1
Case
Abstract
Report

CASE223F

2.1 Page 2
Case
Abstract
Report

CASE223F2

2.1 Page 3
Case
Abstract
Report

CASE223F3

2.1 Page 4
Case
Abstract
Report

CASE223F4

2.1 Page 5
Case
Abstract
Report

CASE223F5

2.3.1
Case Totals by
Dist/Case Type
Status Report

CUST203F

2.3 Action Code Reports

2.3.1
Action Code
Totals Used by
Unit Report

CASE255F

2.3.2
Action Codes
Used by Case
Type Report

CASE209F

2.3.3
Action Codes
Used by
Date/Case Type
Report

CASE210F

2.3.4
Action Codes
Used Monthly
by Case Type
Report

CASE236F

2.3.5 Page 1
Parcel Totals
by Action
Code Report

CASE225F1

2.3.5
Parcel
by A
Code

CASE

Return
to... 1.0
Report
Processing
Menu

Chapter 3
User's Handbook

Data Retrieval Functions

3.2
Township
Status
Display

CASE303F

3.1 TWPALL (CASE150F)

3.1 Page 1
TWPALL/
Township
Summary
Selection
Criteria

CASE150F

3.1 Page 2
TWPALL/
Township
Summary

CASE150F2

3.9
Valid
Case Type
Codes

DICT102F

3.10
Valid
Case Type
Action
Codes

DICT103F

Return
to...
L18
MAIN
MENU

3.8
Valid
Action
Codes

DICT107F

3.7
FIND -
Geographic
Name

CASE404F

3.8
FIND -
Claim
Name

CASE403F

3.5 FIND - Document (CASE400F)

3.5 Page 1
FIND -
Document

CASE400F

3.5 Page 2
FIND -
Document

CASE400F2

3.4 FIND - Customer (CUST400F)

3.4 Page 1
FIND -
Customer

CUST400F

3.4 Page 2
FIND -
Customer

CUST400F2

3.4 Page 3
FIND -
Customer

CUST400F3

3.4 Page 4
FIND -
Customer

CUST400F4

3.3 On-line Case Abstract (CASE151F)

All FIND Forms can access
On-line Case Abstract
(CASE151F) directly.

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provides the means of executing Structured Query Language (SQL) statements from a command line.

Chapter 4
User's Handbook

Ad-hoc Query

Chapter 5
User's Handbook

Restricted Case Processing

5.1 Assign a Single Serial Number
CASE136F

5.2 Assign Multiple Serial Numbers
CASE136F

5.3 Selection Criteria/Case Report Page
CASE151F

5.3 Page 1 Case Header Information
CASE151F2

5.3 Page 2 Customer Case Information
CASE151F3

5.3 Page 3 Case Land Information (Brief)
CASE151F4

5.3 Page 4 Case Land Information (Comprehensive)
CASE151F5

5.3 Page 5 Action Information
CASE151F6

5.3 Page 6 U.S. Rights Information
CASE151F7

5.3 Page 7 Unit Comm Info
CASE151F8

5.5 Add Action Records to a Range of Serial Numbers (CASE153F)
5.5 Page 1 Selection Criteria
CASE153F2
5.5 Page 2 Action Record (Brief)
CASE153F3
5.5 Page 3 Action Record (Comprehensive)
CASE153F4

5.6 Add General Remarks to a Range of Serial Numbers
CASE154F

5.7 Add General Remarks to a Range of Serial Numbers
CASE157F

5.4 Establish Block of New Cases and Generate Accounting Advice (CASE155F) This form may be linked to other forms.
5.4 Page 1 Serial Number Range Selection
CASE155F1
5.4 Page 2 Case Header Record
CASE155F2
5.4 Page 3 Customer Link Record
CASE155F3
5.4 Page 4 Case Land Record
CASE155F4
5.4 Page 5 Action Record (Brief)
CASE155F5
5.4 Page 6 Action Record (Comprehensive)
CASE155F6

5.3 Add Block of Previously Serialized Cases (CASE148F)
5.3 Page 1 Serial Number Range Selection
CASE148F1
5.3 Page 2 Case Header Record
CASE148F2
5.3 Page 3 Customer Link Record
CASE148F3
5.3 Page 4 Case Land Record
CASE148F4
5.3 Page 5 Action Record (Brief)
CASE148F5
5.3 Page 6 Action Record (Comprehensive)
CASE148F6

Chapter 6
User's Handbook

Customer Processing

6.1 Add/Delete Customer
CUST100F

6.2 Maintain Customer File
CUST101F

6.3 FIND - Customer (CUST400F)
6.3 Page 1 FIND - Customer
CUST400F
6.3 Page 2 FIND - Customer
CUST400F2
6.3 Page 3 FIND - Customer
CUST400F3

Chapter 7
User's Handbook

Legal Land Description Processing

7.1 Add/Change/Delete LLD Information
LAND100F

7.2 LLD Reports

Return to... LIS MAIN MENU

7.2.1 Land Special Survey Report
LAND202F

7.2.2 List LLD Records Report
LAND200F

7.2.3 MTR Report
LAND203F

7.2.4 Non-standard Survey (LLD) Report
LAND201F

Return to... 7.0 LLD Processing Menu

Chapter 8
User's Handbook

Accounting Advice Processing

8.1 Accounting Advice - Not Case Related (CASE141F)
8.1 Page 1 Accounting Advice - Not Case Related
CASE141F1
8.1 Page 2 Accounting Advice - Not Case Related
CASE141F2
8.1 Page 3 Accounting Advice - Not Case Related
CASE141F3

8.2 Print Historical Receipt
CASE142F

8.4 Void an Accounting Advice
CASE144F1

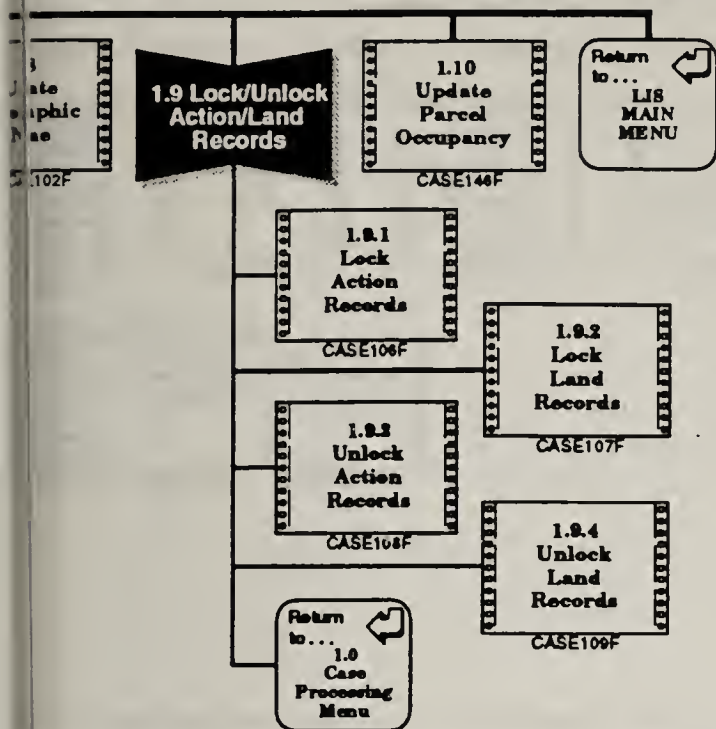
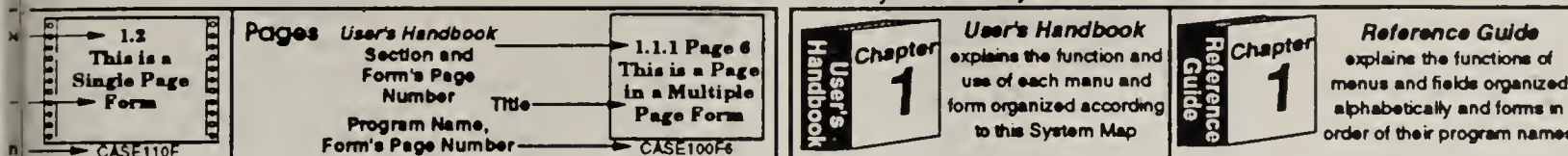
8.5 Accounting Advice - Block of Serial Numbers
CASE145F1

8.3 Accounting Advice - Block of Serial Numbers
8.3 Page 1 Accounting Advice - Block of Serial Numbers
CASE143F1
8.3 Page 2 Accounting Advice - Block of Serial Numbers
CASE143F2
8.3 Page 3 Accounting Advice - Block of Serial Numbers
CASE143F3

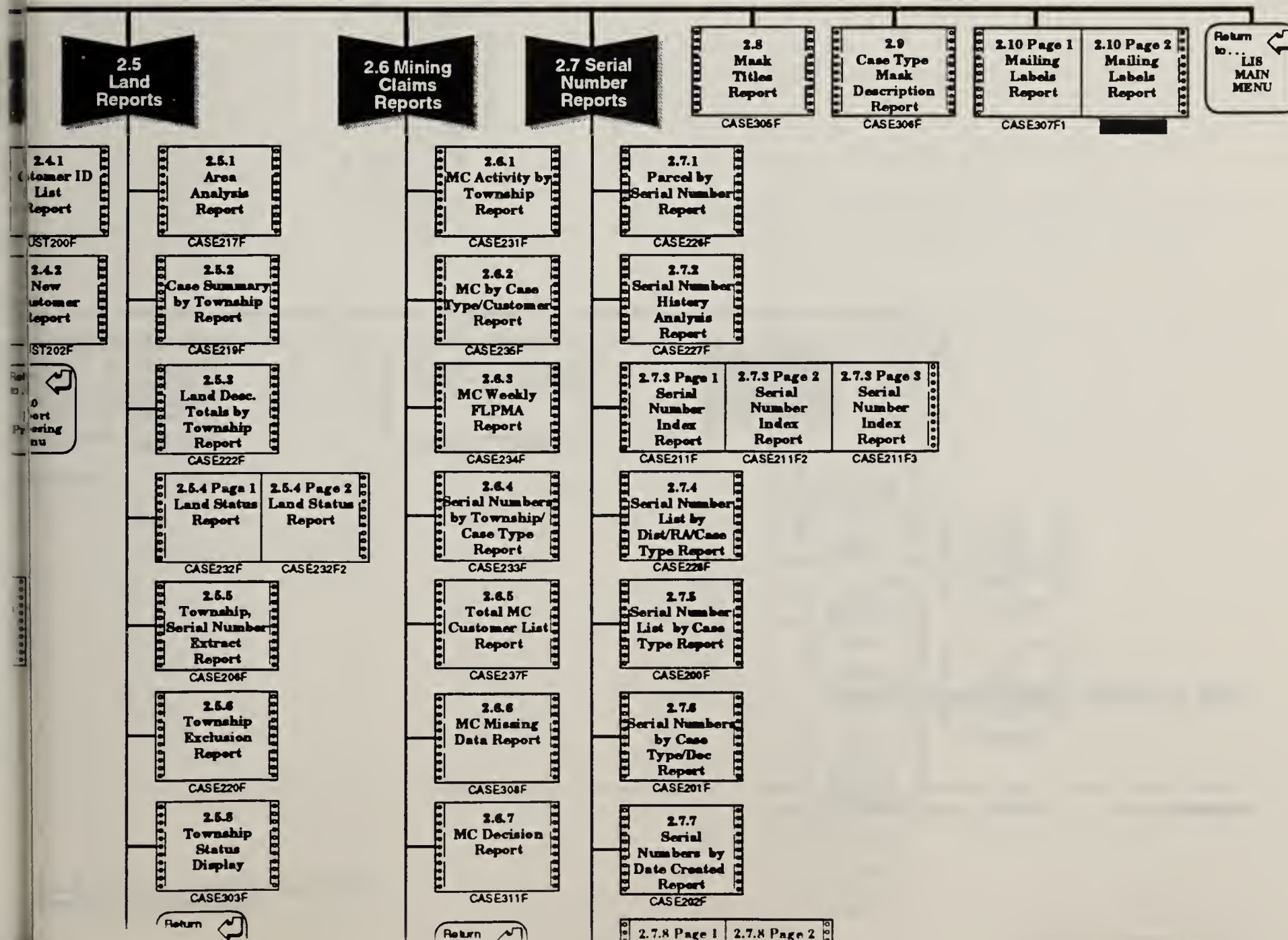
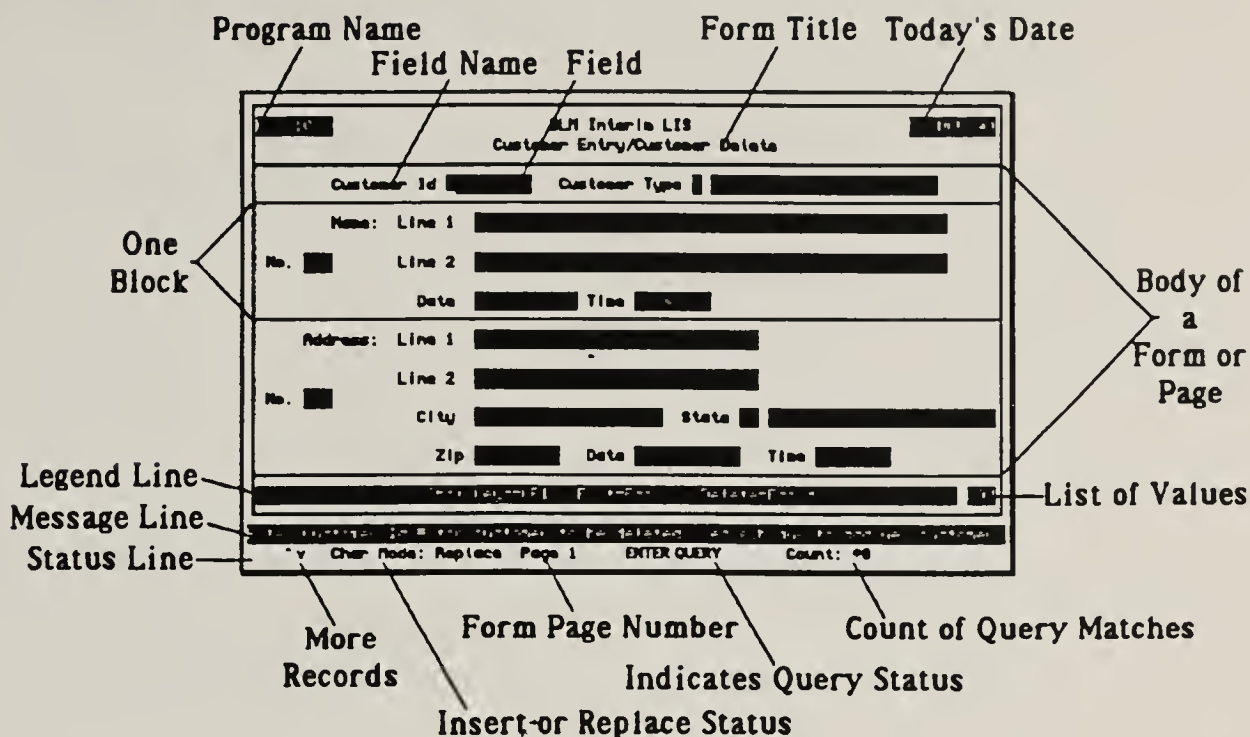
Interim System DBA

Database Administrator functions, including Mask/Window Maintenance, Validation Table Maintenance, and DBA Functions are not illustrated on this System Map. Refer to Interim System DBA documentation for details on these menus.

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Anatomy of a Typical Form



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Report Processing Menu

2.0 Report Processing Menu

Numbers by LD/Customer Report
CASE208F

Numbers by LD/Customer Report
CASE208F2

Return to ...
2.0 Report Processing Menu

Page 8 Financial Information
CASE151F8

3.3 Page 9 Geographic Name Information
CASE151F9

3.3 Page 10 General Remarks Information
CASE151F10

3.3 Page 11 Parcel Occupancy Information
CASE151F11

3.3 Page 12 Case Status Information
CASE151F12

to Random
SE181F

Page 2 General Remarks to Random Numbers
CASE130F

5.8 Void Case
CASE130F

5.9 Add Claim Names to Random Serial Numbers
CASE159F

5.10 Generate Mining Claims Tape
CASE700X

Return to ...
LIS MAIN MENU

ending on the data entered.

Page 7 Accounting Advice (by when amount on Page 6)
CASE154F

5.3 Page 8 Accounting Advice
CASE154F2

5.3 Page 9 Accounting Advice
CASE154F3

3 Page 4 FIND - Customer
CUST400F4

6.4 Query Customer History
CUST104F

6.5 Customer Processing Reports

Return to ...
LIS MAIN MENU

6.5.1 Customer ID List Report
CUST200F

6.5.2 History Customer ID Index Report
CUST201F

6.5.3 New Customer Report
CUST202F

Return to ...
6.0 Customer Processing Menu

Advice for Random Serial Numbers (CASE162F)

5 Page 2 Accounting Advice for Random Serial Numbers
CASE162F2

5.5 Page 3 Accounting Advice for Random Serial Numbers
CASE162F3

8.6 Transaction Transfers (CASE163F)

8.6 Page 1 Transaction Transfers
CASE163F1

8.6 Page 2 Transaction Transfers
CASE163F2

8.7 Accounting Advice Reports

Return to ...
LIS MAIN MENU

8.7.1 Accounting Advice List Report
CASE299F

8.7.2 Monthly Accounting Advice Summary Report
CASE300F

8.7.3 Money by Date/Period Report
CASE309F

8.7.4 Daily Accounting Advice Transfer Report
CASE351F

8.7.5 Accounting Advice Summary Report
CASE352F

Return to ...
8.0 Accounting Advice Processing Menu

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Appendix B

Interim System

Report Summaries























**The following pages
contain...**

- Summaries of the query parameters, output and other information for each report in the Interim System Release 1.0.





















NOTE:

The information contained in the following summaries represents the default parameters for Interim System reports as they were released by the Service Center as of July 3, 1992.

Reports may perform differently in your state!






















Program Name and Title	Output, Queue, Width*	Report Description and Required Selection Criteria
CASE200F 2.7.5 Serial Number List by Case Type Report	     132	<p>The Serial Number List by Case Type Report produces a 132-column report or screen display of case serial numbers for a specified case type. The report contains the following data: case type, district, case status, case serial number, case status total, district total, case type total. The report sorts by case type, district, case status, and case serial number.</p> <p>Required Selection Criteria: Case Type, Destination and Queue Type.</p>
CASE201F 2.7.6 Serial Numbers by Case Type/Doc Report	    132	<p>The Case Totals by Case Type/Doc Report produces a 132-column summary report of the number of cases and acres for each document type with the case type(s) and geographic area specified. The report contains the following data: case type (with description), case status, serial number, filing data, action code, date and description, customer name and address, document type and number, number of cases, number of acres. The report sorts by ascending case type, case status and document type.</p> <p>Required Selection Criteria: Mask or Case Type, Window or MTR, Action Code(s), Destination and Queue Type.</p>
CASE202F 2.7.7 Serial Numbers by Date Created Report	    132	<p>The Serial Number List by Date Created Report produces a 132-column report of cases created by a specified employee during the specified date range. The report contains the following data: action code, beginning and ending dates, employee ID, serial number, first action date, case type and description, and date case added.</p> <p>Required Selection Criteria: Employee ID, Date Range (beginning and ending dates), Destination and Queue Type.</p>
CASE203F 2.2 Case Totals by Case Type/ Status Report	     132	<p>The Case Totals by Case Type/Status Report produces a 132-column report listing the total number of cases for each district specified, by case type and case status. The report contains the following data: total cases by case type, case status, district and case type. The report sorts by ascending district (if applicable), case type and case status.</p> <p>Required Selection Criteria: District Office(s), Destination and Queue Type.</p>
CASE206F 2.5.5 Township Serial Number Extract Report	    132	<p>The Township Serial Number Extract Report produces a 132-column detail report of case township data broken out by case serial number, displaying the case type and total case land records and case land acres. The report contains the following data elements for the township entered in the selection criteria: case serial number, case type and description, number of case land descriptions per case, and total number of case land acres per case. The report sorts by ascending case serial number.</p> <p>Required Selection Criteria: Meridian, Township, Range, Destination and Queue Type.</p>


Program Name and Title	Output, Queue, Width*	Report Description and Required Selection Criteria
CASE208F 2.7.8 Serial Numbers by LD/ Customer Report	    <u>132</u>	The Serial Numbers by LD/Customer Report produces a 132-column report of case header information with land descriptions and customers for each case meeting the selection criteria. The report contains the following data: case serial number, case type, case status, claim name, geo name, district, meridian, township, range, section, aliquot part, parcel code, customer ID, name number and customer name. Required Selection Criteria: District Office or Window or MTR, Sort Option (serial number or case type), Abstract (Y/N), Destination and Queue Type.
CASE209F 2.3.2 Action Codes Used by Case Type Report	     <u>80</u> <u>132</u>	The Action Codes Used by Case Type Report produces a 132-column or 80-column report or screen display of all action codes used within a single specified case type or all case types. The report contains the following data: case type, action code, action description and action count (number of time an action code is used within the case type). The report sorts by ascending action code or action description depending upon your specifications in the selection criteria. Required Selection Criteria: Sort Criteria (action code or action description), Destination and Queue Type.
CASE210F 2.3.3 Action Codes Used by Date/Case Type Report	     <u>80</u> <u>132</u>	The Serial Number Index Report produces a 132-column report or screen display of case serial numbers in the System that meet the selection criteria you enter. The report sorts by ascending case serial number. Required Selection Criteria: Mask or Case Type, Abstract (Y/N), Destination and Queue Type.
CASE211F 2.7.3 Serial Number Index Report	    <u>132</u>	The Action Codes Used by Date/Case Type Report produces a 132-column or 80-column report of all action codes used during a particular date range, within a specified case type or mask and maintaining a specified case status. The report contains the following data: action code, action description and action count (number of times an action code is used within the case type or mask). The report sorts by ascending action code. Required Selection Criteria: Case Type or Mask, Date Range (beginning and ending dates), Destination, Width and Queue Type.
CASE217F 2.5.1 Area Analysis Report	    <u>132</u>	The Area Analysis Report produces a 132-column summary report of land information, by case type of the cases within the selection criteria, and for each case the number of acres selected, conveyed, rejected/relinquished or withdrawn. The report sorts by ascending case type and serial number or by ascending document type. Required Selection Criteria: Window or MTR, Mask or Case Type, Destination and Queue Type.

Program Name and Title	Output, Queue, Width*	Report Description and Required Selection Criteria
CASE219F 2.5.2 Case Summary by Township Report	     <u>80</u>	The Case Summary by Township Report produces an 80-column report or screen display of the total number of townships selected, and the total number of cases, case land records and case land acres within the specified area. You may limit the report by case type or mask as well. The report contains the following data: total townships, total cases, total lands and total acres within the specified criteria. The report sorts by ascending case type. Required Selection Criteria: Window or MTR, Destination, and Queue Type.
CASE220F 2.5.6 Township Exclusion Report	   <u>132</u>	The Township exclusion Report produces a 132-column report of township information excluding land records which contain the document type and/or mask code specified in your selection criteria. The report contains the following data: number of acres selected, conveyed, rejected/relinquished or withdrawn. The report sorts by ascending township. Required Selection Criteria: Window, Destination and Queue Type.
CASE222F 2.5.3 Land Description Totals by Township Report	    <u>132</u>	The Land Description Totals by Township Report produces a 132-column summary report of the number of land descriptions in all case types or a specified case type within the identified MTR. This report also provides the total acres within each case type and a grand total for all case types. The report contains the following data: meridian, township, range, case type and description, number of land descriptions and acres, total number of townships, total number of case lands, and total number of acres within the specified criteria. The report sorts by ascending case type. Required Selection Criteria: Window or MTR, Destination and Queue Type.
CASE223F 2.1 Case Abstract Report	    <u>80</u>	The Case Abstract Report produces an 80-column report of a particular case, a series of cases, or group of cases containing specified parameters. The report contains all case information. The report sorts by ascending serial number. Within each serial number, land descriptions are sorted by MTRS, county, borough, survey type, survey number; actions are sorted by date and time; and general remarks are sorted by line number. Required Selection Criteria: Destination and Queue Type.
CASE225F 2.3.5 Parcel Totals by Action Code Report	    <u>132</u>	The Parcel Totals by Action Code Report produces a 132-column report listing the number of parcels (i.e., land descriptions) and cases associated with up to ten qualifying and disqualifying action codes that occur within specified date ranges, for a specified case type or mask and a specified MTR or window. The report contains the following data: action code, action description, number of parcels and number of cases. The report sorts by ascending action code. Required Selection Criteria: Mask or Case Type, Window or MTR, Destination and Queue Type.

Program Name and Title	Output, Queue, Width*	Report Description and Required Selection Criteria
CASE226F 2.7.1 Parcel by Serial Number Report	    <u>132</u>	The Parcel by Serial Number Report produces a 132-column report of parcel occupancy cases. The report contains the following data: case serial number, case status, parcel code, action date, action code/description, meridian, township, range, section, county/borough, aliquot part, free format, acres, and survey type, number, direction, fraction and suffix. Required Selection Criteria: Window or MTR, Mask or Case Type, Case Status, Action Code and Date Range (beginning and ending dates), Destination and Queue Type.
CASE227F 2.7.2 Serial Number History Analysis Report	    <u>132</u>	The Serial Number History Analysis Report produces a 132-column report of case serial numbers, their status, acres, case type and customer information meeting selected criteria. The report contains the following data: case serial number, case type/description, case status, total case land acres, and customer name. This report sorts by case serial number. Required Selection Criteria: Mask or Case Type, Case Status, Destination and Queue Type.
CASE228F 2.7.4 Serial Number List by District/RA/Case Type Report	   <u>132</u>	The Serial Number List by District/RA/Case Type Report produces a 132-column report of the last case action and case status of cases meeting your selection criteria. The report contains the following data: case serial number, case status, last action code, date and description. Required Selection Criteria: Mask or Case Type, Destination and Queue Type.
CASE231F 2.6.1 Mining Claim Activity by Township Report	    <u>132</u>	The Mining Claim Activity by Township Report produces a 132-column report of mining claim activity (customer and recent action information) on cases within a specified geographic area and case status. The report contains the following data: meridian, township, range, case type, customer ID, name number and name, address number and address, case serial number(s), claim name, posting date, last action code/description/date, and section. In addition, for each customer, the report prints the total number of cases for the customer, for the case type and the township. Required Selection Criteria: Window or MTR, Case Status, Destination and Queue Type.
CASE232F 2.5.4 Land Status Report	    <u>132</u>	The Land Status Report produces a 132-column detail report of land information and action to land links. The report contains the following data: case serial number, case status, case type/description, action code (as identified in the selection criteria), action date/description, document type/number, meridian/township/range, county/borough, survey type and number, direction, fraction, suffix, aliquot part, and the actions entered in the selection criteria. The report sorts by ascending case type. Required Selection Criteria: Window or MTR, Mask or Case Type, Action Code and Date Range (beginning and ending dates), Destination and Queue Type.

Program Name and Title	Output, Queue, Width*	Report Description and Required Selection Criteria
CASE233F 2.6.4 Serial Numbers by Township/Case Type Report	   <u>132</u>	The Serial Numbers by Township/Case Type Report produces a 132-column report of case serial numbers with customer information for the specified Mining Claim Mask or case type(s) within a window or MTR. The report contains the following data: meridian, township, range, section, case serial number, case status, case type/description, and customer information. This report sorts by case type and case serial number within the specified window or MTRS. Required Selection Criteria: Mask or Case Type, Window or MTR, Destination and Queue Type.
CASE234F 2.6.3 Mining Claim Weekly FLPMA Report	    <u>132</u>	The Mining Claim FLPMA Report produces a 132-column detail report of mining claim activity within a specified date range on a weekly basis for FLPMA. The report contains the following data for the date range entered in the selection criteria: date, active claims information with and without land descriptions (by land office), total active claims (by land office), total closed claims (by land office), total claims (by land office), and a state total. The report sorts chronologically. Required Selection Criteria: Destination and Queue Type.
CASE235F 2.6.2 Mining Claim by Case Type/Customer Report	    <u>132</u>	The Mining Claim by Case Type/Customer Report produces a 132-column report of mining claim case, customer and action information. The report contains the following data: case status, case type, customer ID, name number and name, address number and address, case serial number, meridian, township, range, section, survey type, number, direction, fraction and suffix, posting date, last action/code/description, claim name, and total cases for this customer. Required Selection Criteria: Mask or Case Type, Destination and Queue Type.
CASE236F 2.3.4 Action Codes Used Monthly by Case Type Report	   <u>132</u>	The Action Codes Used Monthly by Case Type Report produces a 132-column report of all action codes used on a monthly basis within a specified date range and case type. Only months in which actions were entered into the case type's cases appear on the report. Consequently, some gaps in the chronology of the report may exist, e.g., May 1990 and February 1991. You may also limit this report by district, action code, and status. The report contains the following data for each month within the specified date range: month and year, total number of times selected action code(s) were used per month, total number of times each action code was used during the entire date range, and the total number of cases. The report sorts by chronological date of the range entered by month. Required Selection Criteria: Date Range (beginning and ending date), Case Type, Destination and Queue Type.
CASE237F 2.6.5 Total Mining Claim Customer List Report	    <u>132</u>	The Total Mining Claim Customer List Report produces a 132-column report of the number of customers and number of cases in each case status for all mining claim cases, and the number of cases with multiple customers. The report contains the following data: case status, total number of cases, total number of mining claim customers and a count of cases with multiple customers. Required Selection Criteria: Destination and Queue Type.

Program Name and Title	Output, Queue, Width*	Report Description and Required Selection Criteria
CASE255F 2.3.1 Action Code Totals Used by Unit Report	     <u>80</u>	The Action Code Total Used by Unit Report produces an 80-column report or screen display listing up to four action codes used within each organizational unit in the administrative state during a specified date range. The report contains the following data: action code, organizational unit and number of uses of each action code within each unit. The report sorts by organizational unit. Required Selection Criteria: Case Type, Action Code and Date Range (beginning and ending dates), Destination and Queue Type.
CASE303F 2.5.7 Township Status Display	    <u>80</u>	The Township Status Display Report produces an 80-column report of the number of cases within each section of a township. The report contains the following data: number of cases per section within a township, total number of cases within the township, total number of cases containing lands within the township, but not coded to any section. The report output is identical to the screen display. Required Selection Criteria: Meridian, Township, Range, Case Type or Mask, Destination and Queue Type.
CASE304F 2.6.8 Mining Claim summary - FY Quarters Report	    <u>80</u>	The Mining Claim Summary - FY Quarters Report produces an 80-column summary report of the number of mining claims on file at the beginning of the specified quarter, the number of claims received during the quarter, and the annual filings and number of annual cases on file. The report contains the following data for the fiscal year quarter entered in the selection criteria: fiscal year and quarter, on file and received claims for the quarter and the fiscal year. Required Selection Criteria: Fiscal Year, Fiscal Year Quarter and Destination.
CASE305F 2.8 Mask Titles Report	   <u>132</u>	The Mask Titles Report produces a 132-column report of the masks used in the System and their titles. The report contains the following data: mask number, mask title, mask owner, number of case type codes in the mask, and the number of cases. Required Selection Criteria: Sort Select (mask number or mask title), Destination and Queue Type.
CASE306F 2.9 Case Type Mask Descriptions Report	    <u>132</u>	The Case Type Mask Descriptions Report produces a 132-column report of the masks used in the System, their titles and their case types. The report contains the following data: mask number, mask description, mask owner, and case type descriptions. Required Selection Criteria: Destination and Queue Type.
CASE307F 2.10 Mailing Labels Report	    <u>132</u>	The Mailing Labels Report produces a list of names and addresses for mailing labels retrieved from the entered selection criteria. The report contains the following data: name and address. Required Selection Criteria: Sort Sequence (name or ZIP code), Output Options (print, labels or both), Destination and Queue Type.

Program Name and Title	Output, Queue, Width*	Report Description and Required Selection Criteria
CASE308F 2.6.6 Mining Claim Missing Data Report	    <u>132</u>	The Mining Claim Missing Data Report produces a 132-column report of data missing from mining claim cases, specifically land descriptions, customers and claim name. The report contains the following data: case serial number, meridian, township, range, section, case type and description, owner and claim name. Required Selection Criteria: Destination and Queue Type.
CASE311F 2.6.7 Mining Claim Decision Report	     <u>132</u>	The Mining Claim Decision Report produces a 132-column report or screen display of mining claim decision action(s), specified in the selection criteria, added to cases within the specified date range. For each decision action added to cases during the specified date range, this report identifies each specific case, as well as the total number of cases. The report contains the following data: date (month and year), action code, serial number(s) and total number of cases for each action code. Required Selection Criteria: Destination and Queue Type.
CUST200F 2.4.1 Customer ID List Report	    <u>132</u>	The Customer ID List Report produces a 132-column report of a particular customer, customers entered within a specified data range, or all customers within the System. The report contains the following data: customer ID, customer date (date the customer was added to the System), customer type, name date (date the name was added or changed), customer name, address number, address date (date the name was added or changed), and customer address. The report sorts by customer ID, and name number and address number within each customer ID. Required Selection Criteria: Destination and Queue Type.
CUST202F 2.4.2 New Customer Report	    <u>80</u>	The New Customer Report produces an 80-column report of customers created within a specified data range. The report contains the following data: customer ID, customer name(s), customer address(es), number of cases to which the customer is linked, and employee login of the person who created the customer. The report sorts by customer ID. Required Selection Criteria: Date Range (beginning and ending dates), Destination and Queue Type.

Appendix C

Interim System

Error Messages

The following pages contain...

- A listing of the error messages that may appear during your use of the System. This appendix is organized alphabetically according to the text of each error message.

NOTE:

Refer to the appropriate Interim System *User's Handbook* section for a full explanation of System functions and errors.

001 A Lock Action Word is required to lock Action Records
002 Action Description not found ... see Data Administrator
003 Action Record not linked to a Case
004 Action Record related to Caseland, delete relationship first
005 Action Record/Lock Table problem exists
006 Action Records already locked, unlock record first
007 Action did not change
008 Action insert failed
009 Aliquot Part cannot be entered if Survey Type = 2
010 Aliquot Parts must be 'X' or blank
011 Cannot delete - Customer Id linked to a Case
012 Cannot delete Address when only one Address exists
013 Cannot delete Name when only one Name exists
014 Case Serial Number not found... please re-enter
015 Case Type description not found ... see Data Administrator
016 Case insert failed
017 Case not found
018 Case/Customer relationship already exists
019 Casecust insert failed
020 Caseland insert failed
021 City is a required field
022 Colon is missing - Put a ':' between hours and minutes
023 Copy of Report-id failed
024 Customer Address Number must exist for Customer
025 Customer Address already exists
026 List of Values is not available for this field
027 Customer Id and Customer Name already exist

028 Customer Id is not linked to a Case

029 Customer Id not found

030 Customer Name Number is not linked to a Case

031 Customer Name Number must exist for Customer

032 Help is not available for this field

033 Customer Name and Address already exist

034 Customer must exist in Customer database

035 Invalid option selected

036 Date must not be greater than current date

037 Destination Printer-id must be entered

038 Encryption has failed ... see Database Administrator

039 Enter 'F' for File or 'P' for Printer destination

040 Enter 'I' for 'Insufficient' or leave blank

041 Enter 'Y' to commit, 'N' to try again

042 Enter 'Y' to delete Customer, 'N' to cancel delete

043 Enter 'Y' to delete, 'N' to cancel delete

044 Enter Case Type or Serial Number range or both

045 Enter old code to be changed and new code to be changed to

046 Error getting last Action Number from Case - see Data Adminstr.

047 Help setup has failed ... Contact Database Administrator

048 Hours must be less than 24

049 Invalid ANCSA Code

050 Invalid Action Code

051 Invalid Action Code for Case Type

052 Invalid Action Date Type

053 Invalid Action Number

054 Invalid ADM State

055 Invalid Admin State/District/Resource Area/Planning Unit comb.
056 Invalid Agency Admin
057 Invalid Aliquot Parts Code
058 Invalid BLM District
059 Invalid Borough
060 Invalid Case Type
061 Invalid Commodity Code
062 Invalid Congressional District
063 Invalid County
064 Invalid County within Geo State
065 Invalid Customer Type
066 Invalid Date
067 Invalid Document Type
068 Invalid FRC Code
069 Invalid Fund Code
070 Invalid Geo State
071 Invalid Interest Relationship
072 Invalid Land Number
073 Invalid Land Office
074 Invalid Lock Action Word
075 Invalid Lock Land Word
076 Invalid Mask Code
077 Invalid Mask(Case Type) / Action Code combination
078 Invalid Measurement Code
079 Invalid Meridian
080 Invalid Meridian/Township combination
081 Invalid Meridian/Township/Range combination

082 Invalid Meridian/Township/Range/Section combination

083 Invalid Mining Claims Case Type

084 Invalid Parcel Code

085 Invalid Pending Entity

086 Invalid Planning Unit

087 Invalid Recording District

088 Invalid Regional Corporation

089 Invalid Resource Area

090 Invalid Serial Number

091 Invalid State Abbreviation

092 Invalid Survey Note

093 Invalid Survey Type

094 Invalid Survey Type/Survey Number combination

095 Invalid US Rights Code

096 Invalid Zip Code

097 Invalid answer - Please enter 'Y' or 'N'

098 Invalid key - see Online Keyboard Template

099 Invalid mode - Valid modes are 'A', 'C', 'D', and 'Q'

100 Invalid number for Acres

101 Invalid number for Surface Management Acres

102 Invalid report option

103 Land Record already exists

104 Land Records are locked for Case Number:

105 Lock Action not found for this Case ... see Data Administrator

106 Logon not found

107 Meridian/Township/Range required if Window is not entered

108 Message Code must be entered

109 Minutes must be less than 60

110 Must enter Measurement Code, Commodity Code or both

111 New Case Type Code is invalid

112 No CRT file for this terminal type... see Database Administrator

113 No Financials found

114 No Remarks found to delete - No action taken

115 No Remarks for this Serial Number

116 No Status to set

117 No additions are allowed

118 No changes are allowed

119 No deletions are allowed

120 No mode given

121 No next record

122 No spaces allowed in User Password

123 Old Action Code is not on file

124 Old Case Type Code is not on file

125 Old Customer Name and Address not linked to a Case

126 Only '0' or blank allowed

127 Oracle error getting current User Id - see Database Administrator

128 Passwords do not match - Please re-enter your password

129 Pending Entity required for this Case Type/Action Code

130 Percent Interest must be less than or equal to 100%

131 Range direction must be 'E' or 'W'

132 Range fraction must be 0 - 3

133 Range must be entered if Meridian and Township are entered

134 Report option must equal 'A', 'S', or 'B'

135 Serial Number greater than largest automated number

136 Both beginning and ending Serial Numbers are required

137 Status Code Description not found ... see Data Administrator

138 End of options

139 Status Record not found

140 Status insert failed

141 This Action to Land relationship already exists

142 This Case Serial Number already exists

143 Township direction must be 'N' or 'S'

144 Township fraction must be 0 - 3

145 Township must be entered if Meridian is entered

146 Unable to find report logon record ... see Database Administrator

147 Unable to get User Id

148 Unencryption has failed ... see Database Administrator

149 Invalid Case Type - must begin with '38'

150 Invalid Status Code

151 Window or Meridian/Township/Range must be entered

152 Key not applicable in this mode

153 Currently on first page

154 Currently on last page

155 There are no online manuals currently available

156 Invalid Claim Name for Mining Claims

157 Invalid decimal number

158 Date Type required

159 Mask or Case Type must be entered

160 Action Code must be entered

161 Requested program does not exist - Please try again

162 You are not authorized to run this program

163 User Name must be entered

164 User Id must be entered

165 Mandatory field has not been entered

166 Field is required with current Survey Type

167 Aliquot part is required with Mining Claim case

168 Duplicate Caseland record entered

169 Pending changes must be committed first

170 No District, Resource Area, or Admin Agency in LLD for this MTRS

171 Insufficient data to commit record

172 User Id cannot be blank

173 No Geo Names found

174 A Land Lock Word is required to lock Land Records

175 Action Records are not locked - No action taken

176 Invalid Geo Name

177 Geo Name already on file for this Serial Number

178 Old Other Pending Entity is not on file

179 Invalid New BLM Pending Entity Code

180 Invalid New Other Pending Entity Code

181 Invalid Old BLM Pending Entity Code

182 Customer Id/Name Number/Address Number is not linked to a Case

183 At least one position of the Serial Number must be entered

184 Invalid Screen Code

185 Cannot add a new Case using this form

186 Invalid Collection Method

187 Invalid Name Number

188 Invalid Address Number

189 Invalid Customer Id Number

190 Invalid Cashier Number

191 Invalid Fund Symbol

192 Invalid Money Type

193 Action Data not found for Serial Number

194 Invalid mode for this form - insert and delete are not allowed

195 Invalid Window Code

196 Action Records are locked for Case Number:

197 Case has been voided

198 Enter 'Y' to void Case, 'N' to try again

199 Void Case Status not found in dictionary table

200 Printer Id not used with File output

201 Land Record related to Action Records - Delete relationship first

202 Invalid Township

203 Invalid Range

204 Must enter selection criteria

205 No cases match selection criteria

206 Enter 'Y' for all Case Types

207 Enter 'Y' for all Case Statuses

208 Invalid Date Range

209 Meridian must be entered before continuing

210 Action Lock Record cannot be modified with this form

211 Action Record to lock Caselands cannot be modified with this form

212 Location Date already entered for this Case

213 Recordation Date already entered for this Case

214 Prior Year Assessment Record does not exist

215 At first record

216 At last record

217 Search found no data for this page

218 Invalid Action Code/Date combination

219 Invalid Action Name

220 Action Code or Name must be entered

221 Invalid Survey Number

222 At First Case

223 At Last Case

224 Invalid Land Office for a new Case

225 Serial Number has been generated

226 District must be entered if Resource Area is entered

227 Geo State is mandatory if county is entered

228 This Commodity Code/Measurement Code combination already on file

229 Survey Number must be blank for this Survey Type

230 Enter Serial Number before executing query

231 All records for the case will be deleted

232 Case has been deleted

233 Enter 'Y' to delete case, 'N' to try again

234 Mer/Twn/Rng/Sec required if County Code is not entered

235 This US Rights Code Already Exists for this Ser Num/Actn Num

236 Invalid month, must be in range 1 to 12

237 Invalid day, must be in range 1 to 31

238 Seconds must be less than 60

239 Accounting advice already entered for this number

240 Accounting Advice/Serial Number combination not in Action table

241 Accounting Advice information does not exist for the number

242 Invalid mode - valid modes are 'A' and 'Q'

243 Square Feet overwrites Caseland Acres

244 Invalid Time

245 Invalid Range direction, must be 'E' or 'W'

246 Invalid Township direction, must be 'N' or 'S'

247 Geo State is a required field

248 Enter 'Y' for all Districts

249 Unable to write to the Customer Address History table...see DBA

250 Unable to write to the Customer Name History table... see DBA

251 Customer Number must be entered

252 Previous Customer data has been archived to history

253 New Customer Address Number generated

254 New Customer Name Number generated

255 No record found in the name history table for this Customer Id

256 No record found in the address history table for this Customer Id

257 No history records found for this Customer Id

258 Invalid mode - Valid modes are 'A', 'C', and 'D'

259 Value entered not present in data table; please re-enter

260 User security function complete

261 Error in user security function - please re-enter

262 No spaces allowed in user password

263 Insufficient access to run this option

264 Must enter Survey Code if Survey Number is entered

265 Survey info is nested(1-4) - Must enter previous number first

266 Must hit Commit key to void Case

267 Must press Commit key to delete Case

268 You must commit data to connect Action/Land before adding Rights

269 Press Commit key to delete all records for the Case

270 Must enter either (S)ummary, (D)etail or (B)oth

271 Must enter (1)Report, (2)Mailing Labels, or (3)Both
272 No Action to Land connection for this Action Number
273 No Action to Land connection for this Action-Land combination
274 No Land records for this Case
275 Accounting Advice Number was not found in Action table
276 Press commit to store data
277 Unable to delete - US Rights linked to Action/Land relationship
278 Invalid Fairbanks Serial Number
279 Invalid Anchorage Serial Number
280 Case Serial Number already exists
281 Must enter complete range
282 Invalid Customer Id Number for Serial Number
283 New Customer Id has been created
284 Must enter a Measurement Code if Measurement Quantity is entered
285 Lock Action data must be entered via the Lock Action form
286 Lock Land data must be entered via the Lock Lands form
287 An Action Lock record cannot be changed
288 An Action record for locking Caseland cannot be changed
289 An Action Lock record cannot be deleted
290 An Action record for locking Caseland cannot be deleted
291 Action record related to Caselands, delete relationship first
292 Recordation Date already exists in Action data
293 Location Date already exists in Action data
294 Action record is locked
295 This Serial Number is not in the Action table
296 Cannot delete last Action that established a Case Status
297 Prior Year Assessment record does not exist

298 Invalid range, duplicate Serial Numbers in Case table
299 Serial Number range must be less than last generated number
300 Invalid answer - Please enter 'N' or 'E'
301 This report may not be run in the Express queue
302 Location Date record must be entered for Mining Claim
303 Enter 'E' to submit report on Express queue, 'N' for Nite queue
304 Enter 'N' to submit report. Express queue unavailable.
305 Invalid queue type on database for this report. Contact DBA.
306 Submitting report on batch queue, Please wait...
307 Lock Land not found for this case ... see Data Administrator
308 Invalid Case Status Code
309 Invalid Land Status Code
310 Survey Type for a Mining Claim must be Type 5
311 Program not currently available
312 This Survey Type cannot be a nested survey
313 Survey Type must be entered first
314 The second Action for Mining Claim cases must have a code of 906
315 The first Action for Mining Claims must have a code of B52
316 Invalid Parcel Code entry for Case Type
317 Duplicate Cust ID and Interest Relationship for Serial Number
318 Records cannot be added to a Void Case
319 Invalid Casetype - must be between 384100 and 384499
320 Action Code is not a valid Land Action
321 Serial Number has no valid Actions for Action-Land connection
322 No Action to Land connections for this Serial Number
323 Enter 'F' for File, 'P' for Printer or 'S' for Screen
324 Lock Date must be after the first Action Date for this Case

325 Land Records are not locked - No action taken

326 Queue Type 'N' is required for this report

327 Invalid Printer ID

328 Printer width too narrow for this report

329 Enter 'W' for a wide (132) report or 'N' for a narrow (80) one

330 Delete is invalid when there is only one Land record left

331 Mask Code already exists

332 Window Code already exists

333 Delete or change invalid on last Action record - code 001,906,B52

334 Accounting Advice Number must be less than last generated number

335 Acres must be numeric

336 Press Commit to Submit Report or Cancel to Exit

337 Money Entry invalid for this Action

338 Accounting Advice Number is void

339 Month and Year required with Day

340 Duplicate Customer Record

341 Survey type for mineral patent application must be 'M'

342 Insufficient Security Level - Contact Branch of Operations

343 Invalid Prefix

344 Invalid Suffix

345 Invalid Employee Initial Code

346 Press commit to save, next field to continue entering records

347 Range contains voided case(s) - Voided case(s) will be skipped

348 Must commit to save record

349 Commit record(s) only from the Lock Work field below

350 Invalid Office Code

351 Parcel Code required for this Case Type

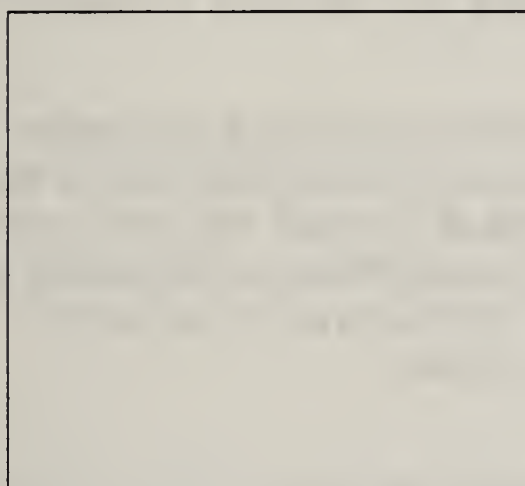
352 Must enter Document Type if Document Number is entered
353 Date format must be DD-MON-YYYY
354 Valid choices are 1-5
355 Customer Name is required
356 Date field is required
357 Time field is required
358 City Name is required
359 State Code is required
360 Valid options: F-file, P-printer, S-screen, C-count pages
361 Serial Number cannot be larger than Last Number
362 Claim Name is not valid for this Case Type
363 Term of Lease must be between 1 and 999
364 Cannot delete last Land Status Action connection
365 This range includes all Case Lands for this Case
366 At least one parameter must be selected
367 This Action Code is a money action: must enter using Acct Advice
368 Invalid Case Type for the selected Serial Numbers
369 Enter 'X' or space.
370 Invalid DBA User Id
371 Caseland Parcel Code is not equal to Action Parcel Code

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Appendix D

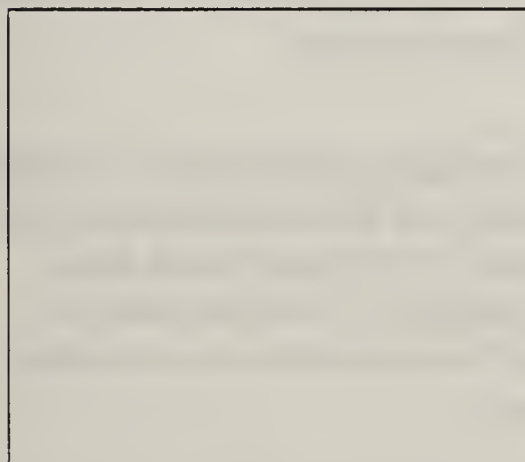
Interim System

Function Keys



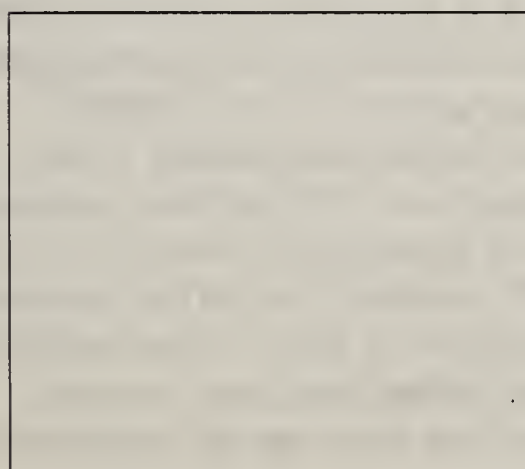
The following pages contain...

- Definitions for the function keys used in the Interim System Release 1.0.



NOTE:

Throughout the Interim System Documentation, function keys are referred to by their name only (the NEXT FIELD key, for example). Consult the keyboard template for your Interim System terminal for actual keyboard equivalents for the function keys defined in this Appendix



Interim System Function Keys

CLEAR BLOCK

The CLEAR BLOCK function key clears all records in a block, and if a query is in progress, it cancels the query. CLEAR BLOCK does not delete records from the database nor does it perform a rollback; it only removes records from view. If any records have been inserted, deleted or updated since the last commit, the Interim System displays

Do you want to commit the changes you have made?

If you answer **Yes**, the changes are committed to the database before the block is cleared. If you answer **No**, the changes are discarded, and the block is cleared.

CLEAR FIELD

The CLEAR FIELD function key erases characters from the cursor position to the end of the field. If the cursor is at the beginning of the field, the entire value is erased. If the cursor is somewhere in the middle of the field, you can erase the field's entire value by pressing CLEAR FIELD twice.

CLEAR PAGE

The CLEAR PAGE function key clears all the fields on the current page of the form and moves the cursor to the first enterable field on the page.

CLEAR RECORD

The CLEAR RECORD key clears the fields of a record on the form. If a new record or the modifications to an existing record are cleared before they have been committed, they are discarded. It is important to remember that this key does not remove an existing record from the database.

COMMIT

The COMMIT function key saves the information you have entered into a form's field(s) in the appropriate Interim System database table(s). The COMMIT function key directly affects the data stored in the Interim System and saves new information, changes to existing information or deletions of previously saved (i.e., committed) data. To commit data to the Interim System, certain criteria must be met — most notably, all the mandatory fields in the form must contain acceptable values before this data can be committed.

Once you have pressed COMMIT, the Interim System returns a message to you regarding this commit (e.g., **Transaction Completed - x Records Processed**). The number of records processed refers to the number of records that have been affected by your use of the form.

COUNT QUERY HITS

The COUNT QUERY HITS function key counts the number of records matching the specified search criteria when used after the ENTER QUERY function key. When used alone, the COUNT QUERY HITS key counts all of the records in a table. Note that if you press this function key after pressing the EXECUTE QUERY function key, it terminates the query, clears all the records from the screen, and counts all of the records in the table that can be retrieved by the block.

CREATE RECORD

The CREATE RECORD function key allows you to add a new record, inserted after the current cursor position/record, on the page or form.

CURSOR HOME

The CURSOR HOME function key moves the cursor to the first (top left) enterable field of the current page or block.

DELETE BACKWARDS

The DELETE BACKWARDS function key deletes the character before the cursor position and moves the cursor (and all following characters) to the left. If the cursor is at the left-most position in a field, nothing happens.

DELETE CHARACTER

The DELETE CHARACTER function key deletes the character at the current cursor position and pulls the following characters to the left. The cursor's position in the field or record does not change.

DELETE RECORD

The DELETE RECORD function key deletes the current record from the Interim System database. Only previously committed records can be deleted. When you press this key, the fields in the current record the cursor is on are cleared, displaying the next consecutive record. The DELETE RECORD key alone, however, does not delete the record. The record is deleted only when you press the COMMIT function

key after pressing the DELETE RECORD key. If you press the DELETE RECORD key and attempt to exit the form without pressing the COMMIT key, the System will prompt you with, **Do you want to commit the changes you have made?**. When the record truly is deleted, it no longer exists in the database and cannot be retrieved or displayed.

DISPLAY ERROR

The DISPLAY ERROR function key displays the help screen for the field in which an error has occurred. Error information and/or advanced help information for the field is displayed along with the error message. The information regarding the error and its possible cause can be captured by the ORACLE® PRINT function key and is needed by Interim System programmers to solve the problem.

DUPLICATE FIELD

The DUPLICATE FIELD function key copies the value in the corresponding field of the preceding record to the current field (the field in which your cursor sits). You can modify the value if necessary.

DUPLICATE RECORD

The DUPLICATE RECORD function key copies all field values from the preceding record to the corresponding fields in the current record. You can modify the duplicated values, if necessary.

ENTER QUERY

The ENTER QUERY function key (used in conjunction with the EXECUTE QUERY key) alerts the System that you want it to search for and retrieve specific information. This key allows you to type in query parameters for a database search.

When you press ENTER QUERY in a record/page, the system clears the contents of the records on the screen (if anything was in them) and waits for you to enter information to guide it in its search of the database. The data that you enter after pressing the ENTER QUERY key are called the SEARCH CRITERIA. Search criteria are the specific parameters defining which value(s) and/or records to search for and retrieve from the Interim System database. You must press the EXECUTE QUERY key after typing your search criteria to retrieve information.

EXECUTE QUERY

The EXECUTE QUERY function key (used in conjunction with the ENTER QUERY key) submits the search criteria you typed after pressing the ENTER QUERY key to the System for information retrieval.

The EXECUTE QUERY key simply submits a query request of all appropriate records to the Interim System database management system. The system searches the appropriate Interim System tables to retrieve the specified information. If found, this information is displayed in the field(s) on the form/page/screen you are using.

EXIT/CANCEL

The EXIT/CANCEL function key allows you to exit the current form you are using. In most situations, you can exit a form at any time. On some forms (especially multi-page forms that affect numerous tables in the database) you cannot exit a form while in a block/page containing mandatory fields. In these cases, the CLEAR RECORD function key must be pressed before you press the EXIT/CANCEL key.

The EXIT/CANCEL function key also cancels a query. For example, if you press the ENTER QUERY key to enter search criteria, and then decide not to execute the query, the EXIT/CANCEL function key tells the Interim System that you are not going to enter search criteria for a query and to resume normal functioning.

WARNING:

Unless you have pressed the ENTER QUERY key, the EXIT/CANCEL function key will drop all uncommitted data you may have entered on the form, take you completely out of the form and return you to the menu from which you accessed the form.

Do not press EXIT/CANCEL to move from one page (or LOV screen) to another in a multi-page form; use other function keys for these cursor movements (e.g., PREVIOUS FIELD, PREVIOUS BLOCK, PREVIOUS PAGE, NEXT FIELD, NEXT BLOCK, etc...).

HELP TEXT

In any field on any Interim System form, the HELP TEXT function key displays a Field Description screen. This on-line help screen displays text from Interim System documentation explaining the meaning, use and function of the field in question.

INSERT/REPLACE

The INSERT/REPLACE function key in the Interim System is similar to this same function key in most word processing programs; it simply changes the way individual characters are typed into fields – it alters the Character Mode displayed at the bottom of all Interim System forms. INSERT/REPLACE toggles the insert mode to replace mode and vice versa. When insert mode is active, each character entered displaces the character at the cursor; the displaced character, the cursor, and all following characters are moved to the right. The cursor remains on the first character displaced. In replace mode, each character entered replaces the character at the cursor, and the following characters are not affected. The cursor, however, moves to the right and is positioned on the next character.

LAST SET

The LAST SET function key allows you to move to the last group of records in a list of multiple records on forms or pages that display multiple records.

LOV

The LOV (List of Values) function key temporarily moves you from a specific field on a form to a List of Values screen(s). List of Values screens provide you with a list of valid values for the associated field on the form and provide query capabilities to access allowable information for the current field from the database. The use of the ENTER QUERY and EXECUTE QUERY keys on List of Values screens is common and helps speed your search for the value(s) you need to complete a form.

MOVE LEFT

This function key moves the cursor one character to the left within a field.

MOVE RIGHT

This function key moves the cursor one character to the right within a field.

NEXT BLOCK

The NEXT BLOCK function key moves the cursor to the next block of the form if all mandatory fields in the current block contain valid information.

When NEXT BLOCK is pressed, the cursor moves to the first field of the first record in the new block. If the cursor is returned to the block during the current session, however, it may not go to the first record; instead, the cursor returns to the position of the record it was in last.

NEXT FIELD

The NEXT FIELD function key moves the cursor to the beginning of the next enterable field.

If the cursor is in the last field of a record, this function key moves the cursor to the first field. If the next field is on a different page, the proper page is displayed and the cursor is placed in the field. In certain fields the NEXT FIELD key moves the cursor to the next enterable field as determined by data entered in the field, and cursor movement may appear inconsistent with normal cursor movement.

NEXT PAGE

On multi-page forms, the NEXT PAGE function key moves the cursor to the next page if all mandatory fields on the current page contain valid information. This function is not available on all terminal types. If your terminal does not have a NEXT PAGE function key, use the NEXT BLOCK function key to achieve similar results.

NEXT RECORD

The NEXT RECORD function key displays the next record, if one exists. If a form or page displays several records at once, the NEXT RECORD function key moves the cursor down one record. When the cursor reaches the last record, the message

at last record

appears in the message line.

On Interim System Case Processing forms, the NEXT RECORD key functions as above except that when the cursor reaches the new record. After entering all mandatory fields in the new record, the NEXT RECORD key can be pressed again to create another new record, etc.... If a block displays several records at once, the completed records move up and scroll off the screen. Always remember to save your work by committing new records to the database before exiting a form.

NEXT SET

The NEXT SET function key allows you to scroll down through the list of records in multiple record sets on forms or pages that display multiple records. When the Interim System scrolls down through a list of records a group at a time, the bottom record (or two) displayed before the scroll is displayed as the top record (or two) afterwards. In other words, you can scroll down through a long list of records a set at a time, but the System always redisplay a record (or two) so that you can keep track of your position in the list.

Use the NEXT SET key in conjunction with the PREVIOUS SET, LAST SET, NEXT RECORD and PREVIOUS RECORD function keys.

NOTE:

Multiple record scrolling is approximately 80% of visible records on most Interim System forms. Multiple record scrolling is never 100%; at least one record is redisplayed.

ON-LINE MANUAL

The ON-LINE MANUAL function key displays information on the use and function of the current form from Interim System documentation.

ON-LINE TEMPLATE

The ON-LINE TEMPLATE function key displays the Interim System keyboard map for the computer terminal you are using.

ORACLE® PRINT

The ORACLE® PRINT (Screen) function key writes current screen/form/page information to a file on the

computer system and then prints the file (usually on a printer specified by your computer system manager). When you press ORACLE® PRINT, the System prompts you for specific information concerning what you want printed. When prompted for a file name, enter a filename (plus an extension, if you wish) or press NEXT FIELD to use the default file name FORM.LIS.

PREVIOUS BLOCK

The PREVIOUS BLOCK function key moves the cursor to the previous block of the form if all mandatory fields in the current block contain valid information. If you want to move to the previous block without entering mandatory field data, you must first clear all information from the current block by pressing the CLEAR RECORD key, then press the PREVIOUS BLOCK key.

When PREVIOUS BLOCK is pressed, the cursor moves to the first field of the last record accessed within the previous block. If the cursor is returned to the block during the current session, however, it may not go to the first record; instead, the cursor returns to the record it was in last.

PREVIOUS FIELD

The PREVIOUS FIELD function key moves the cursor to the beginning of the previous field. If the cursor is in the first field of a record, this function key moves the cursor to the last field. If the next field is on a different page, the proper page is displayed and the cursor is placed in the field.

PREVIOUS PAGE

The PREVIOUS PAGE function key moves the cursor to the previous page if all mandatory fields on the current page contain valid information. This function is not available on all terminal types. If your terminal does not have a PREVIOUS PAGE function key, use the PREVIOUS BLOCK function key to achieve similar results.

PREVIOUS RECORD

On Interim System forms, the PREVIOUS RECORD function key displays the previous record, if one exists. If a form or page displays several records at once, the PREVIOUS RECORD function key moves the cursor up one record. When the cursor reaches the first record, the message

at first record

appears in the message line.

PREVIOUS SET

The PREVIOUS SET function key allows you to scroll up through the list of records in multiple record sets on forms or pages that display multiple records.. When the Interim System scrolls up through a list of records a group at a time, the top record (or two) displayed before the scroll is displayed as the bottom record (or two) afterwards. In other words, you can scroll up through a long list of records a set at a time, but the System always redisplay a record (or two) so that you can keep track of your position in the list.

Use the PREVIOUS SET key in conjunction with the LAST SET, NEXT SET, NEXT RECORD and PREVIOUS RECORD function keys.

REDISPLAY PAGE

The REDISPLAY PAGE function key restores the contents of the screen. Use it if your screen becomes cluttered with System messages or random characters produced by data transmission errors.

SHOW FUNCTION KEYS

The SHOW FUNCTION KEYS key displays your terminal's function key keyboard assignments.

Appendix E

Glossary of Terms

The following pages contain...

- Interim System Release 1.0 terms and their definitions, including commonly used abbreviations and acronyms.

NOTE:

Your office's Interim System Training Coordinator can answer any further questions you may have regarding the terms described in this Appendix.

Glossary of Interim System Terms

Some terms, as defined in the *Data Element Dictionary*, are defined generically in this glossary. However, the definitions contained here are, for the most part, new Interim System-related terms and abbreviations and complex case recordation and BLM terms. The BLM *Data Element Dictionary* should remain your primary reference for data-related definitions.

For definitions of specific field names, function keys or forms, please refer to the Field Name or Form Name reference sections, or the Function Key template as needed.

Terms have also been gleaned from the *Public Land Statistics* glossary (*Public Land Statistics 1989*, Volume 174, BLM/YA/PT-90/001+1165), and *Opportunity and Challenge: The Story of BLM* (Muhn, James and Stuart, Hanson R., U.S. Department of the Interior - Bureau of Land Management, September 1988).



AALRS - Alaska Automated Land Records System.

Prior to installing the Interim System, Alaska maintained its land records using a Burroughs System called AALRS.

DE 2900

Abandonment Year - The first year in which a mining claim owner fails to file an affidavit or notice in a timely manner, is the abandonment year. Data Element 2900 contains additional information regarding abandonments.

DE 0066

Abbreviations - All abbreviations in the Interim System documentation originate from the approved abbreviations used in the Data Element Dictionary. Data Element 0066 identifies and defines valid abbreviations.

Abstract - An abstract refers to a printed or displayed summary of case information, including: case header, action records, land records, financial information, parcel information, customer information, etc.... In addition, the System has an option to print or display an extract, which contains minimal amounts of the same information provided in a full case abstract.

Accounting Advice - Accounting advice concerns a report or receipt produced through Accounting Advice Processing regarding a money transaction between the BLM and a customer.

Accounting Advice Number - The System assigns an accounting advice number sequentially for each accounting advice/receipt generated. This number is used for reference purposes only.

Accounting Advice Processing - A section of the System is dedicated entirely to accounting advice processing, which incorporates receipt and report generation, case action/accounting advice records, and two tables linking accounting advice information and case action information.

DE 3166 Accounting Advice, Remarks - Up to six remarks appear on an accounting advice and receipt which elaborate on the fund codes and symbols specified. Data Element 3166 contains additional information regarding accounting advice remarks.

DE 3165 Accounting Advice, Status - An accounting advice maintains a status of original, void, duplicate or corrected. Data Element 3165 contains additional information regarding accounting advice status.

ACEC - Area of Critical Environmental Concern. ACECs are areas where special management is needed (a) to protect important historical, cultural, scenic and natural areas, or (b) to identify areas hazardous to human life and property.

Acquired Lands - Lands in Federal ownership that were obtained by the Government through purchase, condemnation or gift; or, by exchange. One category of public lands. See Public Lands.

DE 3138 Acre - Throughout the Interim System documentation, references appear to various type of acres, case land acres, case acres, case acres balance, etc.... In general, an acre is a unit of area measurement, equal to 10 square chains or 43,560 square feet. Six-hundred-forty acres equal one square mile. Data Element 3138 contains additional information on acres. Please refer to the appropriate type of acres for a concise definition.

**DE 1775/
2960**

Action Codes - Action codes represent steps or actions taken to effect change and/or notations to any record, such as allowance, issuance, conveyance, rejection, termination, expiration, etc..., within a case. Data Elements 1775 and 2960 contain additional information and code listings.

Action Date - This date, in the standard Interim date format (see Date), identifies the date an action takes place within a case.

Action/Land Relationship - The action-to-land relationship establishes a tie between a particular action record and a specific land record. An action record may be associated to one or more land records, or a land record to one or more action records. This relationship, each individual action-to-land tie, sets the land status and links U.S. rights to a particular action/land.

Action Number - The System associates a computer generated number with each action record entered into a case. This number remains the same for a single action record.

Address Number - This three-digit code, associates a particular address to a particular customer ID.

Ad-hoc Query - For expert and/or DBA users of the System, ad-hoc queries enable SQL*PLUS access to write and generate your own reports and queries of information within the System database.

Administration - This term refers to the support through automation of a wide range of administrative support activities.

DE 2929

Administrative Agency - This code identifies a government agency which has administration of federal surface (land) and/or subsurface (mineral) resources in a particular area. These include national forest names, national park names, etc.... Data Element 2929 contains additional information and a code listing of administrative agencies.

Administrative Rehosting - This process involves moving the BLM's existing administrative systems from the Honeywell computers to the new equipment acquired through the ALMRS/Modernization contract project.

Administrative Site - A reservation of public lands for use as a site for public buildings, ranger stations, or other administrative facilities.

Administrative State - This two-character code identifies the state which has administrative jurisdiction over a case, although the case lands for the case may not exist in this state. For example, New Mexico is the administrative state for cases within the geographic state of Texas.

Advice - A report printed regarding Accounting records and transactions, may include a receipt. See also Accounting Advice Processing, Accounting Advice.

DE 2904

Aliquot Parts - An aliquot part is a subdivision of a section and results from a series of halving and/or quartering. Data Element 2904 contains additional information and appropriate abbreviations for aliquot parts.

Allocation of receipts - Determination of monies paid, or to be paid, to other funds, counties or States out of receipts collected during the fiscal year reported, as required and/or specified by law.

ALMRS/Modernization Project - The BLM is currently developing an Acquisition Strategy that includes: ALMRS, Administrative Rehosting, and the option for basic resources capabilities. It also includes the acquisition of hardware, operating system software, database management system software, proprietary software, application software and communications software.



ANCSA - Alaska Native Claims Settlement Act of December 18, 1971 (Public Law 92-203, 85 Stat. 688).

Animal Unit - A standardized unit of measurement for range livestock that is equivalent to one cow, one horse, five sheep, five goats, or four reindeer, all over six months of age.

Animal Unit Month (AUM) - A standardized unit of measurement of the amount of forage necessary for the complete sustenance of one animal unit for a period of one month; also, a unit of measurement of grazing privileges that represents the privilege of grazing one animal unit for a period of one month.

Application - A formal request for rights to use or obtain eventual title to public lands or resources.

Archaeological and historical site - A site that contains either objects of antiquity or cultural value relating to history and/or prehistory that warrant special protection.

DE 2918

Assessment Year - An assessment year is an annual period in which a mining claim owner must perform not less than \$100 worth of labor or improvements to maintain rights to the claim. The assessment year runs from noon on September 1st to noon on September 1st of the following year. Data Element 2918 contains additional information on assessment year.

Automated Land and Mineral Record System (ALMRS) - This automated database of land and mineral use authorizations, land survey records (descriptions of land base), and land status records (title or ownerships, leases, right-of-way, withdrawals, etc...) relates data to the public land survey system and geographic coordinates. ALMRS's current data are used by all public land management agencies, state and local governments, and the general public.

Automated Resource Data (ARD) - These are data which reside on numerous automated minerals and natural resource systems throughout the BLM. These data represent information about the natural and cultural resources and characteristics of public land administered by the BLM. These data are typically represented in a variety of formats, including: maps, tables, charts and reports, such as those showing wildlife habitat or the location of timber sales. ARD is the storehouse of information about resource values and uses of the BLM-managed public lands. These data are an integral part of the BLM's LIS.

Automation, Information Resource Management, Modernization (AIM) - This overall umbrella term encompasses the Automation, Information Resource Management, and Modernization programs. This acronym describes the BLM's total effort to automate the existing manual systems, and to improve the current automated systems.

Batch - Primarily related to reports, the Prime establishes a batch queue for processing and printing reports you execute in the System. A batch is simply a way for the computer to handle multiple jobs sent to the queues.

Big game habitat - Habitat areas used by big game animals at some time during their yearly life cycle.

Block - Each form in the System contains at least one block of information. A block is one or more related fields maintained in the same table of the System. For example, Action information is one block, case header information is another block, case land information comprises a block, and Customer address and Customer name information form two additional blocks.

DE 0419 **BLM Pending Entity** - This code identifies various Bureau entities involved in a case. Data Element 0419 contains additional information and codes for BLM pending entities.

Bonus - The cash consideration paid to the United States by the successful bidder for a mineral lease, such payment being made in addition to the rent and royalty obligations specified in the lease.

Book Number - This number comes from County recordation used to designate a book in which a filed application is recorded.

Cadastral Survey - A survey relating to land boundaries and subdivisions made to create units suitable for management or to define the limits of title. The distinguishing features of the cadastral surveys are the establishment of monuments on the ground to define the boundaries of the land and their identification in the records by field notes and plats.

Cancel - This process stops a procedure, e.g., ENTER QUERY. See also Exit.

Candidate Species - Species designated as candidates for listing as threatened or endangered by the Fish and Wildlife Service or National Marine Fisheries Service. (Also see Endangered Species and Threatened Species.)

Carey Acts - The acts of August 18, 1894 (28 Stat. 372) and March 15, 1910 (36 Stat. 237 43 U.S.C. Sec. 643) which provide for grants of desert lands to States for disposition of bona fide settlers.

Case Acres - Case acres include the total acreage applied for in the case.

Case Processing - Case processing includes the primary function of the System in establishing and maintaining land and mineral case information for the Bureau of Land Management.

Case Recordation (C/R) - Case Recordation is the current (1991) Bureau standard case records system. CR utilizes serial numbers as the key data feature. This system resides on the Service Center's main-frame and is accessed through the States' Honeywell computers. The Interim System is the first step toward merging the AALRS, CR, ORCA and MC systems.

Case Serial Number - Each case in the System maintains a unique case serial number consisting of a geographic state abbreviation, a land office abbreviation, a prefix (if applicable), a System-generated serial number and a suffix (if applicable).

DE 2586 Case Status - The case status is determined by the entry of certain action codes in a case. The most recent action setting status, establishes the current status of the case. For example, when establishing an oil and gas lease case, the case status is Pending, when establishing a mining claim case, the case status is Recorded. Data Element 2586 contains additional information and appropriate codes for case status.

DE 2961 Case Type - This code identifies any type of case and law or other authority used to specify a particular case. Data Element 2961 contains additional information and appropriate codes for case type.

Case Land Acres - The case land acres refer specifically to the acres within a case used to define a particular land, i.e., a land description, of which there may be several, in a case.

Ceded Indian Lands - Public lands to which Indian tribal title was relinquished to the United States by the Indians on condition that part or all of the pro-

ceeds from their sale or other disposition would be conveyed into the Treasury and held in trust for the Indians.

Certification - The act of final approval of a State selection by the Director; also, the document that passes title to the selected lands to the State; also, a document that attests to the truth or authenticity of papers attached to it.

CFR - Code of Federal Regulations.

City/State/Zip - The city, state and zip code refer to information provided by a customer for address and/or mailing purposes.



Claim Name - The claim name refers to a particular name, specified by the customer, for a mining claim registered in the BLM's automated System.

DE 2185

Collection Method - This code specifies the method in which monies were collected by the BLM for an accounting advice. Data Element 2185 identifies the available collection methods.

Color-of-Title Act - The Act of December 22, 1928 (43 U.S.C. Sec. 1068), as amended. Under the terms and provisions of this Act, a patent may be issued for a parcel of not more than 160 acres of public lands in instances where claim to the lands has been based on a written instrument containing defective evidence of title. The parcel must have been possessed in good faith by a claimant, his ancestors, or grantors for a period of more than 20 years.

Color-of-Title Entry - A cash entry made by an applicant under the Color-of-Title Act.

Commit/Save - This command saves new information, additions, changes and deletions, to the System database. Generally, you must press COMMIT to save information prior to leaving all entry and update forms.

DE 2508

Commodity Code - Commodity codes identify resources upon or within the crust of the earth that are of value in the arts, trade or commerce that can be leased, permitted or claimed. Data Element 2508 contains additional information and appropriate codes.

Competitive mineral leasing - This refers to leases issued by the United States where there are known minerals or where inference of probable mineralization can be drawn from knowledge of the geology of the land. The lands are offered for lease by competitive bidding after publication of the offer of the lands for leasing. The lease is issued to the highest bidder, who is determined at a sale by public auction. See also Leasable Minerals and Noncompetitive mineral leasing.

Contract Fire Protection - Fire protection given lands owned, leased or controlled by the United States and administered by the BLM, on which complete fire protection is extended through the use of fire protection forces and facilities contract for by the Bureau.

DE 2591 **Conveyance** - Conveyance refers to a series of codes used to identify the status of surface and/or subsurface estate to or from the village or region; established for tracking and reporting acreage amounts. Data Element 2591 contains additional information and codes for conveyance.

DE 0002 **County/Borough** - A county or borough is used to define the largest territorial subdivision within an american state. Data Element 0002 contains additional information and appropriate codes.

Crossing Permit - An authorization issued for trailing livestock across Federal range for proper and lawful purposes.

Cultural Resources - Remains of human activity, occupation or endeavor, reflected in districts, sites, structures, buildings, objects, artifacts, ruins, works of art, architecture, and natural features that were of importance in past human events. These resources consist of (a) physical remains, (b) areas where significant human events occurred, even though evidence of the event no longer remains, and (c) the environment immediately surrounding the actual resource.

Customer ID - Within the BLM's Interim System, each customer receives a unique identification number. This number is then used to link a customer to cases through the name and address individually.

Customer Processing - Customer Processing encompasses a portion of the System designed solely to establish and maintain the customer information, names and address, and changes to the customer fields.

Database - An Oracle database, relational in design, is an organized group of interrelated information contained in tables, which contain a linking field.

Data Element Dictionary (DED) - The Data Element Dictionary, referenced throughout this documentation as DE, contains detailed descriptions of various terms and codes used by the BLM in case recordation. References to the DED appear in the left-hand column of the documentation.

Data Retrieval - Data retrieval is a specific portion of the System designed to retrieve information stored in the database tables. Data retrieval includes reporting, display and querying the System for information, primarily conducted in Report Processing and Data Retrieval Functions.

Date - The System date format is as follows, DD-MON-YYYY, within the specified date range of 04-JUL-1776 through 31-DEC-4444. The Interim System defines several types of dates, action date, change date and second date.

DE 2967 **Date Type** - A date type specifies a type of action which occurred on a specified date (2nd Date). Data Element 2967 contains additional information on date types.

DBA - Database Administrator or Database Administration. Certain functions in the System are restricted to the Database Administrator or his/her staff. These functions include establishing and maintaining users and their access privileges, maintaining Mask and Window codes, and maintaining the validation tables.

Desert Land Entry - An entry of irrigable arid agricultural public lands for the purpose of reclamation, irrigation and cultivation in part.

Destination - The destination indicates where information will print, to the screen, printer or a file, and, if the printer option is selected, to which printer the information will print. Destinations may include a local printer, a System printer, the screen or a file.

Display Error - Display error is a function key as well as a page within the Oracle database structure. When you encounter an error, particularly an oracle error, pressing DISPLAY ERROR displays the error message and related programming information on an error display page. This information is helpful to programmers when you encounter an error in the System. See also, Oracle Error.

Disposal Date - The disposal date specifies a future date on which a case file, stored by the FRC, will be disposed.

Disposition - A transaction which leads to the transfer of title of public lands, and/or resources upon or in these lands, from the Federal government.

DE 0419 District Office - The district office code is derived from a portion of the BLM organizational and administrative code, which also includes the resource area and planning unit codes. Data Element 0419 contains additional information and appropriate district office codes.

Disturbed Acres - Disturbed acres encompass an area within the total case acres and case land acres which are disturbed and affected by exploration, prospecting, development or mining operations in a Surface Management Plan or Notice.

Document Number - This number, assigned through the appropriate facility in association with a specific type of document, identifies individual documents, such as patents, deeds, proclamations, etc.... Data Element 2907 contains additional information regarding document numbers.

DE 2577 Document Type - This code identifies a specific type of document, e.g., AC - Act of Congress, PA - Patent, IC - Interim Conveyance, etc.... Data Element 2577 contains additional information and appropriate document types.

Eastern States - Includes all states bordering on or east of the Mississippi River.

Endangered Species - Any animal or plant species in danger of extinction throughout all or a significant portion of its range. Also see Candidate Species and Threatened Species.

Entry - An application to acquire title to public lands.

Entry, allowed - An application to acquire title to public lands that has been approved, either as an original entry or a final entry.

Entry, cash - An final entry where the applicant pays cash or its equivalent.

Entry, commuted - A final entry where the applicant pays the statutory price for the lands in consideration for reduction of residence and improvement requirements.

Entry, final - An allowed entry where the applicant has complied with all the requirements of law and regulations.

Entry, original - An allowed entry where the applicant is permitted to proceed with earning title to the land.

Entry, unperfected - An allowed original entry where the applicant has not met all of the requirements of the law and/or regulations to permit making final entry for patent.

Environmental Analysis - This analytical process identifies and assesses the impact of actions and alternatives on the human environment.

Error Messages - Error messages indicate that a field has not been completed properly or that a procedure was not properly performed, resulting in an error, such as: **ERROR: Mandatory field has not been completed**, when you attempt to continue with your processing. Also see Oracle Error and Message Line.

Exchange - A transaction whereby the Federal government receives land or interests in land in exchange for other land or interests in land.

Exchange Lease (coal) - An exchange of coal resources when it is in the public interest to shift the impact of mineral operations from leased lands, or portions of leased lands, to currently unleased lands to preserve public resource or social values, and to carry out Congressional directive authorizing coal lease exchanges.

Exit - This function allows you to exit a form and return to the last accessed menu, the Main Menu, or exit the System completely and return to the Primos environment. The same function key cancels a procedure. See also Cancel.

Family Unit - An installation with camping, picnicking or trailer facilities to serve the needs of one family-sized group.

Federal Land - All classes of land owned by the Federal government.

Field - A field displayed on a System form corresponds directly to a field in a database table. A field name on a form matches the field name in the table which contains the value for the field. Fields provide the means of entering or updating data through the System forms, using a fixed position and size on a form. As you enter, change or delete information in a field on a form, you cause a corresponding change to the field's value in the associated database table.

Field Examination - An on-the-ground investigation of selected public lands with regard to valuation, land use, application for entry, mineralization, etc....

FIND - FIND is a data retrieval term referring to several data retrieval forms used to locate specific types of data and display them, i.e., FIND - Customer, FIND - Document Type/Number, FIND - Claim Name, and FIND - Geographic Name.

Fire Suppression - Fire control activities concerned with controlling and extinguishing a fire, starting at the time the fire is discovered.

Fishable Stream - A stream that currently supports a sport fishery on public lands. These streams are not necessarily accessible to the public.

Fishing - Includes fishing from the shore, and from a boat when the boating is secondary to the fishing activity. Included are warm-water, cold-water and ice fishing; crabbing, seining, and gigging.

FLPMA - Federal Land Policy and Management Act of October 21, 1976 (Public Law 94-579, 90 Stat. 2743), commonly called the Organic Act for the BLM.

Force Accounting Fire Protection - Fire protection given lands owned, leased or controlled by the United States and administered by the BLM on which complete fire protection is extended through the use of the protection forces and facilities supervised and operated by the Bureau.

Form - The Interim System forms, created using SQL*Forms, provides the means to enter, change, delete and query information stored in the fields of the database tables. These forms resemble fill-in-the-blank forms. To a user, a form looks like a computer screen layout containing graphically identifiable blank spaces that are usually labeled and are termed fields.

Fraction - The fraction portion of the survey illustrates a fractional special survey similar to the fourth position of a township or range designation.

DE 2928 FRC Accession Number - This number is assigned by the Federal Records Center to identify the cabinet and shelf where the FRC case box resides containing this specific case file. Data Element 2928 contains additional information.

FRC Box Number - This number indicates the box number assigned by the FRC which contains the specified case file.

DE 2926 FRC Location Code - This code identifies the name of the Federal Records Center in which the specified case file is stored. Data Element 2926 contains additional information regarding Federal Records Centers.

DE 2928 FRC Location Number - The FRC location number indicates the storage location of the case boxes within the Federal Records Center. Data Element 2928 contains a description of the FRC location.

Free-use Permit - A permit to a governmental agency or nonprofit group to use mineral materials, such as sand and gravel or other resources at no charge.

Function Keys - Function keys carry out the operations or functions of the form. These keys include simultaneous or multiple key strokes using combinations of the ESC key, Control key and Alt key, as well as the keypad keys and designated F (function) keys

on the keyboards used with the System. Refer to the Introductory materials, page 2.0-20 for additional information.

DE 3591 **General Land Office (GLO)** - The general land office combines the land office abbreviations and the volume number, e.g., a GLO patent volume from Fayetteville, AR, number 123, would be identified as ARF123. Data Element 3591 contains additional information.

General Remarks - General remarks appear in a case file to reference and maintain pertinent information related to a case, but which has no specific place for entry.

Geographic Coordinate Database (GCDB) - A GCDB contains geographic coordinates (latitude and longitude) for corners of the Public Land Survey System (PLSS). The GCDB provides graphic portrayal and automated mapping of the land net to allow registration of resource information, e.g., wildlife habitat, cultural resources, etc..., and land and mineral records to common geographic coordinate points.

Geographic Information System (GIS) - A GIS is a software tool used to compare and manipulate geographic, spatial and other pertinent data for analysis.

DE 2906 **Geographic Name** - A geographic name identifies a geographic area, such as national forests, islands, rivers, withdrawals, civil townships, railroads, special tract designations, etc.... Data Element 2906 contains additional information and restrictions in using geographic names.

Geographic State - A geographic state abbreviation identifies a specific state within the United States which contains the land description(s) for a case in the System.

Grazing District - An administrative subdivision of the rangelands under jurisdiction of the BLM established pursuant to Section 3 of the Taylor Grazing Act to facilitate management of rangeland resources.

Grazing-fee Year - March 1 of a given calendar year through the last day of February of the following year.

Grazing Lease - An authorization that permits the grazing of livestock on public lands outside the grazing districts during a specified period of time (Section 15 of the Taylor Grazing Act).

Grazing Lease Lands - Lands outside grazing districts that are owned, leased or otherwise controlled by the United States and administered by the BLM, and that are subject to leasing for grazing purposes under the Alaska Grazing Law of March 4, 1927; Section 15 of the Taylor Grazing Act of June 28, 1934; the Oregon timber Conservation Act of August 28, 1937; or the Reindeer Act of September 1, 1937.

Grazing Permit - An authorization that permits the grazing of a specified number and class of livestock on a designated area of grazing district lands during specified seasons each year (Section 3 of the Taylor Grazing Act).

Hardrock Minerals - Locatable minerals that are neither leasable minerals (oil, gas, coal, oil shale, phosphate, sodium, potassium, sulphur, asphalt, or gilsonite) nor saleable mineral materials (e.g., common variety sand and gravel). Hardrock minerals include, but are not limited to, copper, lead, zinc, magnesium, nickel, tungsten, gold, silver, bentonite, barite, feldspar, fluorspar, and uranium.

Homestead entry, original - An original entry under the homestead laws; also, the first homestead entry that was made by an individual; also, a homestead entry that was made pursuant to the first homestead law, the Act of May 20, 1862 (12 Stat. 392) as codified in Sec. 2289 of the Revised Statutes. Also see Entry, original; Stockraising Homestead.

Hunting - Includes big and small game hunting, waterfowl hunting, and trapping.

Indian Allotment - An allocation of a parcel of public lands or Indian reservation lands to an indian for individual use; also, the lands so allocated.

Information Resource Management (IRM) - This umbrella term encompasses all aspects of manual and automated data. IRM emphasizes the importance of managing our huge databases as a valuable agency-wide information resource.

Inland Water Area - Includes permanent inland water surfaces, such as lakes, ponds and reservoirs having an area of 40 acres or more; streams, sloughs, estuaries and canals 1/8 of a statute mile or more in width; deeply indented embayments and sounds, other coastal waters behind or sheltered by headlands, or islands separated by less than one nautical mile of water; and islands having less than 40 acres of area.

DE 3136 Interest Relationship - The interest relationship code indicates the interest in or relationship to of customers identified within a case. A single customer may have multiple interests (different interest relationships) in a single case, e.g., Partner and Heir. Data Element 3136 contains additional information.

Interim System (System) - The current BLM automated case recordation system used to input, maintain, retrieve and track case, customer, land and accounting advice information. Interim is currently on Revision 1.0.

Lake (or pond) - A natural standing body of water.

Land Area - Includes dry land and land temporarily or partially covered by water, such as marshlands, swamps, and river flood plains; streams, sloughs, estuaries, and canals less than 1/8 of a statute mile in width; and lakes, reservoirs and ponds having less than 40 acres of water-surface area.

Land Information System (LIS) - A Land Information System recognizes the importance of accurate data regarding land, resources, people, socioeconomic, environmental and political arrangements. The LIS concept recognizes the importance of organizing the interrelationship of all data to parcels of land.

Land Number - The System assigns a sequential number to each land record as it is entered into a case. The System uses this number to relate land records to action records within a case.

Land Use Planning - This functional category includes Resource Management Planning (RMPs), Management Framework Plans (MFPs), and more detailed and site-specific plans such as Allotment Management Plans (AMPs), Habitat Management Plans (HMPs), etc.... System automation assists in retrieving land

and record information, analyzing information and developing reporting systems for the tracking and implementation of objectives.

Lease - An authorization to possess and use public land for a period of time sufficient to amortize capital investments in the land. See Competitive Leasing and Noncompetitive Leasing.

Leasable Minerals - Oil and gas; oil shale; coal; potash; phosphate; sodium; sulfur in Louisiana and New Mexico; gold, silver and quicksilver in certain private land claims; and silica deposits in certain parts of Nevada.

Legal Land Description (LLD) - The LLD table contains survey information as described on Master Title Plats (MTPs), including geopolitical information; part of ALMRS.

Legal Land Processing - The legal land description database, used in System case processing and reporting, provides information regarding lands, particularly surveyed and clearly defined descriptions used in legal definitions of an area of land. This database contains valid land descriptions for use in the System.

Legend Line - The legend line always remains the same every time you access a form. This line displays function keys that are used often on the particular form, typically this includes EXIT, SHOW KEYS, DELETE RECORD, CREATE RECORD, etc.... The legend line is the first solid line with text below the body of the form.

License - An authority granted by the United States to do a particular act or series of acts upon public lands without the licensee possessing any estate or interest in the land itself.

List of Values (LOV) - The list of values is an on-line screen display of valid codes and/or code descriptions for input into particular fields on the forms of the System. Not all fields have list of values capabilities, and the same field may not have LOV available on all forms on which it appears, for example, Customer ID. Virtually all LOV screens obtain their data from the Data Element Dictionary. The Data Element number appears in the form title.

Locatable Minerals - Whatever are recognized as minerals by the standard authorities, whether metallic or other substances, and are found in sufficient quantity and quality to justify their location under the Mining Law of 1872, as amended. See Hardrock Minerals.

Lock Word - This unique word locks actions or lands for update within a specified case.



Lode Claim - A mining claim located for veins or lodes of quartz or other rock in place (30 U.S.C. 23). Lode claims may extend for 1,500 feet along the strike of the vein or lode and to a maximum of 300 feet on either side of the vein or lode.



Logical Mining Unit (LMU) - An area of land in which the recoverable coal reserves can be developed in an efficient, economical and orderly manner as a unit with due regard to conservation of coal reserves and other resources. An LMU may consist of one or more federal coal leases and may include intervening or adjacent lands in which the United States does not own the coal. All lands in an LMU are under the control of one operator or lessee, can be developed as a single operation, and are contiguous. Formation of LMUs was authorized by the Federal Coal Leasing Amendments Act of 1976, which amended the Mining Leasing Act (30 U.S.C. 181 et seq.).

Login - This is the process of accessing the Prime and Oracle. You must have a valid login name and password for both environments.

LU Project Lands - Privately owned submarginal farmlands incapable of producing sufficient income to support the family of a farm owner and purchased under Title III of the Bankhead-Jones Farm Tenant Act of July 22, 1937. These acquired lands became known as Land Utilization Projects and were subsequently transferred from jurisdiction of the U.S. Department of Agriculture to the U.S. Department of the Interior. They are now administered by the Bureau of Land Management.

Mask - A mask code represents a series or group of related case types used in querying and reporting information from the System database. For example, Mask 210 refers to case types 210001, 210002, 210003 and 210004.

Mass Update - In Interim, mass updates include comprehensive updates, System-wide, of case types, action code, commodity codes, customers etc.... In some of the forms, you may limit changes to specific cases only or a range of cases, but generally, changing an action code will change all occurrences of that action code throughout the System.

Match/Merge (M/M) - Match/Merge is a computer program that compares (matches) land and mineral records data to the Legal Land Description (LLD) survey data file, identifies non-matched data where necessary, runs several conversion routines, and merges these data into a verified data file. The original LLD survey is preserved when using M/M.

MBF - Thousand board feet. A board foot is a unit of lumber measurement one foot long, one foot wide, and one inch thick, or its equivalent. It is the standard unit of measurement in the logging and lumber industry by which standing timber is measured and sold and manufactured lumber is merchandised.

DE 5872 Measurement Code - This code identifies the units of measure, e.g., ton, cord, cubic feet, etc..., used in measuring such products as timber, vegetal and mineral, sold, leased, permitted, claimed, etc..., identified as commodities. Data Element 5872 contains additional information and valid codes.

Menu - A menu offers a list of options, forms or other menus, to access in the System.

Meridian - A meridian is a line extending north and south from an initial point, and is the basis for measuring ranges east and west in the PLSS. Besides the meridian codes used in your state, there are three other meridian codes that can be used: 00, 98 and 99.

Message Line - The message line on all forms within the System contains error messages, e.g., **ERROR: Invalid Land Office**, or System messages regarding a transaction or procedure, e.g., **Transaction completed - 2 records processed, Press COMMIT to unlock these land records**. The message line is located below the legend line and above the status line.



Millsite - A site located on nonmineral land and used for mining or milling purposes (30 U.S.C. 42). Millsites are limited to five acres and may be located either by metes and bounds or by legal subdivision.

Mineral - Organic and inorganic substances occurring naturally, with characteristics and economic uses that bring them within the purview of mineral laws; a substance that may be obtained under applicable laws from public lands by purchase, lease or preemptive entry.

Mineral Materials - Minerals such as common varieties of sand, stone, gravel, pumice, pumicite and clay that are not obtainable under the mining or leasing law, but that can be obtained under the Materials Act of 1947, as amended.

Mineral Permit - A permit that authorizes prospecting for certain leasable minerals on public lands described in the permit.

Mineral Reservation - Retention of the mineral estate by the grantor of a property; the grantee or patentee owns the land surface but not the minerals.



Mining Claim - A mineral entry and appropriation of public land under the Mining Law of 1872, as amended (30 U.S.C. 22 et seq.). There are four types of mining claims: lode claims, placer claims, millsites, and tunnel sites. Only tunnel sites may not be patented. A valid lode or placer claim contains a discovery of a valuable mineral deposit subject to location under the Mining Law of 1872. A valid millsite is one that is being used for the support of a mining or milling operation. A valid tunnel site is one that is being diligently worked and maintained.



Mining Claim Designation - The mining claim designation in the System functions as a land office code. The mining claim designation is also entered in the Land Office field on forms which use the case serial number. In most states the mining claim designation, e.g., NMMC, functions as a separate land office and will have its own serial number counter, as does each land office.



Mining Claim Location - The staking and recordation of a lode or placer claim, millsite or tunnel site on public land. A valid location is one that is properly

located, recorded and maintained under Section 314 of the Federal Land Policy and Management Act of October 21, 1976, and the mining laws of the State where the claim or site is located.



Mining Claim Recordation (MCR) - The Mining Claim Recordation System (MCR) is an automated system that records the information required by the FLPMA that mining claimants notify, in writing, the proper BLM office of the location of unpatented mining claims; part of ALMRS. The Interim System is the first step toward merging the AALRS, CR, ORCA and MC systems.

MMBF - Million Board Feet. See MBF.

MMS Data Transfer - MMS data transfer refers to the transfer of action records and monies received for BLM cases by MMS. Five forms, including three reports, reside in the System to access, transfer and report on the MMS information received regarding leasing and rentals on a weekly and monthly basis. (Expected for implementation in Release 2.0.)

Modernization - Modernization constitutes a long range plan in the BLM to upgrade and standardize systems and hardware.

DE 2538

Money Type - The money type identifies the type of funds being transferred typically from a customer to the BLM, e.g., FFE - Filing Fee. Data Element 2538 contains additional information and codes.

Motorized Recreation Travel (other than off-road vehicles) - Includes driving for pleasure (driving or riding in motorized land-based vehicles on roads). Vehicles include cars, vans, campers, mopeds and motorcycles. The primary purpose of the riding or driving, train or bus touring (riding in buses, trains and similar vehicles), and other motorized travel activities must be for recreation. This does not include interstate highway traffic, nor does it include sightseeing on major through-roads unless there is quantitative evidence (activity participation survey) that the public lands are being used for these recreation purposes.

Multiple Use - A combination of balanced and diverse resource uses that takes into account the long-term needs of future generations for renewable and nonre-

newable resources, including, but not limited to: recreation, range, timber, minerals, watershed, and wildlife and fish, along with natural scenic, scientific and historical values.

Noncompetitive Mineral Leasing - Refers to leases issued to qualified applicants for lands not specifically known or presumed to contain mineral or petroleum deposits in quantity. Such leases can be issued on a first-come, first-served basis or through a random drawing procedure. See also Competitive Mineral Leasing, Leasable Minerals.

Nonexclusive Sites - Mineral material disposal areas, such as community pits or common use areas, that are designated, maintained and managed by the BLM and from which many small disposals are authorized under the Materials Act of 1947, as amended.

Nonmotorized Recreation Travel - Activities that require nonmotorized equipment. Such activities include bicycling, horseback riding, running or jogging, sand sailing, backpacking, hiking, or walking for pleasure.

Nonoperating Revenue - Receipts of a miscellaneous nature, such as incidental receipts from taxes, fines, etc..., that are not related specifically to, or received in the process of, conducting normal and regular business of the BLM as it pertains to the management of public lands and resources.

Nonuse - An authorization issued to an applicant for nonuse of grazing privileges in whole or part; usually issued for one grazing season.

O&C Lands - Public lands in Western Oregon that were granted to the Oregon central railroad companies (later the Oregon & California Railroad Company) to aid in the construction of railroads but that were later forfeited and returned to the Federal Government by revestment of title. The term O&C lands, as often used, also refers to the reconveyed Coos Bay Military Wagon Road lands, which are public lands in Western Oregon that were once granted to the State of Oregon to aid in the construction of the Coos Bay Military Wagon Road but that were later forfeited and returned to Federal ownership by reconveyance.

Obligations - Payments and amounts which the Government is obligated to pay for goods and services received (or contracted for future delivery) made from appropriations during the fiscal year indicated.

Office Automation (OA) - Office automation encompasses the concept of automating or electronically assisting standard office functions, including office mail, scheduling and word processing.

Office Code - This code identifies a particular office within the BLM that performs tasks in entering, maintaining and accessing case information. The office code is derived from a portion of the BLM organizational and administrative code, which also includes the district office and resource area codes.

Off-line - Off-line refers to data retrieved, case abstracts, reports, etc..., that are printed in a hardcopy output format or to a file on the Prime for printing at a later time.

Off-Road Vehicle (ORV) - Any vehicle capable of or designed for travel on or immediately over land, water or other natural terrain, deriving motive power from any source other than muscle. The term excludes (a) any nonamphibious registered motorboat, (b) any fire, emergency, or law enforcement vehicle while being used for official or emergency purposes, and (c) any vehicle whose use is expressly authorized by a permit, lease, license, agreement or contract issued by the authorized officer or otherwise approved.

Off-Road Vehicle (ORV) Travel - Driving or riding in off-road areas (including trails). The type of vehicle and its capabilities are secondary to where and how the vehicle is used. The primary purpose of the riding or driving must be for recreation. Off-road travel includes off-road motorcycle and scooter driving, snowmobiling, etc...; specialized craft such as all-terrain vehicles, swamp buggies, and four-wheel drives; and conventional vehicles for off-road or trail purposes.

On-line - On-line refers to data retrieved, case abstracts, reports, etc..., that are displayed on the screen in a screen display or on a form.

On-line Retrieval Case Access System (ORCA) - A coincident program to Case Recordation, ORCA contains data from the states not on the Case Recordation System. Each BLM State's current database resides on its own Honeywell computer and is used for its case recordation processing, e.g., rights-of-way, lease, etc.... These data are uploaded to the Service Center's Honeywell computer daily to ensure consistency between databases among states. The Interim System is the first step toward merging the AALRS, CR, ORCA and MC systems.

Operator - An individual, group, association or corporation authorized to conduct livestock grazing on public lands.

Oracle Error - An oracle error, e.g., ORACLE error occurred while trying to execute KEY-NXTFLD, indicates a programming or oracle database error. Please contact your DBA and submit a bug report if you encounter an Oracle Error. A screen dump of the Display Error page is helpful, along with the exact content of the oracle error message.

Original Survey - A cadastral survey that creates land boundaries and establishes them for the first time.

DE 2929 Other Pending Entity - This code identifies a government agency which has administration of federal surface (land) and/or subsurface (mineral) resources in a particular area pertaining to a particular action. Data Element 2929 contains additional information. See also, Administrative Agency.

Page - A page is a single computer screen layout of a form. A form may consist of one or more pages.

Paleontology - A science dealing with the life of past geological periods known from fossil remains.

Parcel - A tract or plot of land, typically divided into 40 acres or less.

DE 1773 Parcel Code - This code identifies each specific parcel of land in a case, especially native allotment cases in Alaska. This code is only used for reference, as in identifying a case land record and associating it with a parcel occupancy date and/or action record. Data Element 1773 contains additional parcel code information.

Parcel Occupancy - A date on which occupancy of a parcel began for proving ownership. This term is used primarily in Alaska lands to establish ownership based on an occupancy date recorded by the landholder.

Patent - A government deed; a document that conveys legal title of public lands to the patentee.

DE 2914

Percent Interest - This number specifies a percent of interest, between 0 and 100, of the interest held, retained or acquired by a proprietor (individual, corporation or agency) identified as a customer in a case. Data Element 2914 contains more information.

Permit - A revocable authorization to use public land for a specified purpose for up to three years.



Placer Claim - A mining claim located for all forms of deposits, excepting veins of quartz or other rock in place (30 U.S.C. 35). A placer claim must generally be located by legal subdivision in conformance with the public land survey rather than by metes and bounds. A placer claim is limited to 20 acres per individual, although a placer claim may be up to 160 acres for an association of eight or more persons. Corporations are limited to 20-acre claims.

DE 0419

Planning Unit - The planning unit code is derived from a portion of the BLM organizational and administrative code, which also includes the district office and resource area codes. Data Element 0419 contains additional information and appropriate planning unit codes.

Platform - A system platform combines the hardware, software and telecommunications aspects of a complete target system.

PLO - Public Land Order. An order affecting, modifying or canceling a withdrawal or reservation that has been issued by the Secretary of the Interior pursuant to powers of the President delegated to the Secretary by Executive Order 9146 of April 24, 1942, or 9337 of April 24, 1943.

Prime - The mini-computer on which the Interim System operates.

PRIMOS - The operating system of Prime mini-computers.

Print Screen - To print a screen dump of the information currently displayed on the computer screen. In most cases, this task involves using the PC Print Screen function key. Other terminal emulations may not have the print screen capability and must therefore rely on the Oracle Print option.

Program Name - Each form within the System has a Program Name. The program name is displayed in the upper left corner of all forms.

Prototype - A prototype is a model or a portion of a computer system designed to function as the actual system, but on a smaller scale. A prototype is generally subject to considerable review and modification before it becomes the actual functioning system.

Protraction Diagram - A diagram representing the plan of extension of cadastral surveys over unsurveyed public lands based upon computed values for the corner positions.

Public Auction - A sale of land through competitive, usually oral, bidding.

Public Domain Lands - Original public domain lands that have never left federal ownership; also, lands in federal ownership that were obtained by the government in exchange for public domain lands or for timber on public domain lands. One category of public lands.

Public Land Survey System (PLSS) - PLSS is used primarily in states west of the Mississippi River to define land areas through a standard survey.

Public Lands - Any land and interest in land owned by the United States administered by the Secretary of the Interior through the BLM, without regard to how the United States acquired ownership, except for (a) lands located on the Outer Continental Shelf, and (b) lands held for the benefit of Indians, Aleuts, and Eskimos. Includes public domain and acquired lands.

Public Land States - Refers to the 30 states that made up the public domain at its greatest extent. These states are Alabama, Alaska, Arizona, Arkansas, California, Colorado, Florida, Idaho, Illinois, Indiana, Iowa, Kansas, Louisiana, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New

Mexico, North Dakota, Ohio, Oklahoma, Oregon, South Dakota, Utah, Washington, Wisconsin and Wyoming.

Query Parameters - Query parameters include any information, including the wildcard character, you enter into the field(s) displayed on a LOV screen or form when requesting a response (ENTER and EXECUTE QUERY) from the System.

Queue - Within the Interim System there are two batch queue classes or types used to regulate System printing and processing. The first class is the Express, the second is the Nite. Depending upon how your state decides to regulate processing and printing in the System, there may be several queues under each class.

For example, within the Express class there are two queues: **EXPRS1** and **EXPRS2**. Both queues can process and print simultaneously. In this way, two jobs may process and print at the same time. In the Nite class, there are three queues: **NITE1**, **NITE2** and **SLOW**. All three Nite queues process and print reports after office hours, after 18:00. The System Manager restricts certain long-running reports to the **SLOW** queue, to prevent one slow job from delaying jobs waiting to be processed in a queue.

In addition to the Express and Nite classes, there is another queue type used exclusively for mass update forms and their reports. This queue class is called the Hold queue. The System accesses this queue automatically, not by user selection, when a mass update is entered from a mass update form. The Hold queue is always capped inactive except when the System manager completes a backup of the System data, all users are off the System, and mass updates need to be performed. When these requirements are met, the System manager activates the Hold queue, which then processes the mass updates and generates, prints, a hardcopy report of the transactions completed through the updates.

Quick Transfer (QXFER) - QXFER allows System users to quickly move from a menu to a particular form using the Program Name for the form and the Quick Transfer field which appears in the lower right corner of all menus.

R&PP - Recreation and Public Purposes Act.

DE 1699

Range - The range designation is a portion of a case land description. Data Element 1699 contains additional information. A principal meridian is a line starting at the initial point and extending north and south; principal meridians are usually referred to simply as meridians in the PLSS. Range is the PLSS designation for township tiers east and west of the principal meridian at 6-mile intervals. The five-character designation consists of three parts.

Receipts - All money received and credited to the proper account as required by law. Does not include collections held by the U.S. Treasury pending future determination of disposition by the BLM.

Reception Number - This number, assigned by County records, refers to a particular document filed for recordation within the county. The reception number also relates to the County Recordation Book Number and Page Number.

Reclamation Homestead Entry - An entry initiated under the Act of June 17, 1902 (32 Stat. 338; 43 U.S.C., Sec. 43 et seq.), that provides for the issuance of patents to applicants who settle upon and improve agricultural public land parcels not exceeding 160 acres within reclamation projects.

Record - A record is a group of related information stored together in a table. For example the information entered for a single action, e.g., action date, action code, action remarks, employee initials, comprise a single action record in the action table. Records correspond to a row in a table. See Relational Database.

Recreation and Public Purposes Act - Act of June 14, 1926 (44 Stat. 741), as amended, that provides for the purchase or lease of public lands by (a) Federal, State or local governmental units for any activity that serves the interest of the general public consistent with public policy, or (b) nonprofit organizations if the lands are to be used for recreation purposes in an established or proposed recreation project area.

Recreation Visit - A visit to BLM lands and waters by an individual for the purpose of engaging in any activities, except those that are part of or incidental to the pursuit of a gainful occupation, whether for a few minutes or a full day.

Reengineering - This process includes necessary redevelopment of an existing application to take advantage of specific hardware/software capabilities to improve system performance and incorporate enhancements.

Rehosting - This is a process necessary to convert existing database systems to a new database, or to a new platform and/or database management system..

Relational Database - A table-based system whereby information stored in the tables is related to other information and tables. Tables consist of vertical columns and horizontal rows. A column identifies a single data type and is given a field name, e.g., Geo State. Row and column intersections make up fields that may contain values.

Rental - The amount paid periodically (usually annually) by the holder of a lease or right-of-way grant for the right to use land or resources for the purposes set out in the lease or grant.

Report - Off-line output of database information queried by a user.

Report Processing - A portion of the System used for data retrieval in a standard report format, where users can query and print, on-line or off-line, information stored in the System tables.

Request for Proposal (RFP) - This document is part of the formal competitive procurement process for acquisition of a target system. The RFP defines what is being proposed for acquisition.

Reserved Lands - Federal lands that are dedicated or set aside for a specific public purpose or program and that are, therefore, generally not subject to disposition under the operation of all of the public land laws. See also Revocation and Withdrawal.

Reservoir - A man-made, standing body of water whose water levels may be controlled.

DE 0419 Resource Area - The resource area code is derived from a portion of the BLM organizational and administrative code, which also includes the district office and planning unit codes. Data Element 0419 contains additional information and appropriate resource area codes.

Resource Base Data (RBD) - Resource Base Data (RBD) are essentially the four layers shown on USGS quads with value-added information for use by the BLM. For the BLM, RBD generally represent hydrography, transportation, topographic and cultural features. For example, RBD includes other data such as additional road maintenance/transportation plan information that is tied to the road drawn on the map.

Resources - The automated resources included in the BLM's systems of spatial data represent information related to disciplines such as geography, natural resource planning, geology, hydrology, wildlife, etc....

Resurvey - A cadastral survey to identify and remark the boundaries of lands that were established by a prior survey.

Revocation - Generally, an action that cancels a previous official act; specifically, an action that cancels a withdrawal. Revocation is usually done in conjunction with restoration, which opens the public lands.

Right-of-Way - A permit or an easement that authorizes the use of lands for certain specified purposes, such as the construction of forest access roads or a gas pipeline.

Riparian Habitat - Areas of land directly influenced by permanent water. Lakeshores and streambanks are typically riparian areas. Excluded are sites such as ephemeral streams or washes that do not exhibit the presence of vegetation dependent upon free water in the soil. Wetland and riparian areas are especially important because they are a critical source of biological diversity.

Saleable Minerals - Sand, gravel, stone, solid and other common-variety mineral materials disposed of through sales at not less than their appraised price or through free-use permits.

Sale of Materials - A competitive or noncompetitive sale by contract at not less than the appraised price of materials (timber and mineral) under the Materials Act of 1947, as amended.

Santini-Burton Act - Act of December 23, 1980 (Public Law 96-586, 94 Stat. 3381), that provides for the orderly disposal of Federal lands in Clark County, Nevada, and also provides for the acquisition of environmentally sensitive lands in the Lake Tahoe Basin.

Sawtimber - Logs of sufficient size and quality to be suitable for conversion into lumber or veneer.

Screen - The terminal or computer screen used to display and interface with the System.

Screen Display - A System option for some reports and data retrieval forms whereby the information returned in response to a query is displayed on the screen in a format similar to the hardcopy output of the same report.

Screen Dump - To print, hardcopy output, the information currently displayed on the computer screen. See Print Screen.

Section - A section is a major subdivision of a township, normally a quadrangle approximately one mile square which contains approximately 640 acres. Sections are numbered typically from 1 to 36 but can be numbered higher and in some states may include alphabetic characters.

Selection Criteria - Information entered on a form, i.e., Report form or Data Retrieval form, to query the System for particular data related to or containing the information entered.

Set - A set is a group of records. Some forms display multiple records, or a set of records, on a single page.

Site-based Recreation Activities - (other than camping, hunting or nonmotorized travel) Includes sightseeing (the viewing of scenery; natural, historic and archaeological sites; landscapes; or other features), picnicking, nature study and photography, mountain climbing and caving, gathering and collecting activities (mushrooms, rocks and flowers), interpretation (guided and unguided touring, talks and programs), and other environmental education events.

Small Game Habitat - Habitat areas used by small game animals (including upland game species) at some time during their yearly life cycle.

Small Tract Lease - A parcel of public lands of five acres or less that has been found to be chiefly valuable for sale or lease as a home, cabin, camp, recreational, convalescent, or business site under the Act of June 1, 1938.

Special Land Use Permit - A permit that authorizes the use of public land for a purpose not specifically authorized under other regulation or statute.

State Office - The first-level administrative unit of the BLM field organization. It comprises a geographic area consisting of one or more states.

Status - Status maintains land and/or mineral ownership information, withdrawals, classifications and segregations; part of ALMRS.

Status Line - This bottom line of all forms in the System contains information regarding the number of records viewed or retrieved, whether more records exist, the character mode (insert or replace), the page of the form, and query status (whether the form is in a query mode).

Stockraising Homestead - A homestead not exceeding 640 acres initiated under the Stockraising Homestead Act, which provided for the homesteading of lands chiefly valuable for grazing and raising forage crops. Minerals in these lands were reserved to the United States. The provisions for stockraising homesteads were by implication repealed by the Taylor Grazing Act.

Stream with Fishery Potential - A stream that currently does not support a sport fishery but that could be changed into a fishable stream with management, i.e., stocking, removal of barriers, etc....

DE 3138

Survey Number - The survey number identifies the reference number associated with the survey of the case land area. Data Element 3118 defines survey number. The survey number can be a number and/or a letter assigned to an area of land as the result of a survey. The Survey Number also identifies areas such as lots, tracts, homestead entries, mineral surveys, etc....

DE 3131 **Survey Type** - The survey type identifies the type of survey performed upon the land description. Data Element 3131 contains additional information and valid codes. A survey type indicates the kind of subdivisional component of a public land survey appropriate for this case land.

Sustained Yield - The achievement and maintenance in perpetuity of a high-level annual, or regular periodic, output of the various renewable resources of the public lands consistent with multiple use.

System Map - A graphic display of the forms and menus that illustrates their location and relation to other forms and menus within the System.

Table - The primary structure of a relational database, a table contains vertical columns and horizontal rows of information. A column identifies a single data type and is given a field name, e.g., Geo Name. Row and column intersections make up fields that may contain values. A series of fields make up a record which corresponds to a row in a table.

Target System - This is the automation configuration currently being developed as part of the ALMRS/Modernization Project. The hardware, software and telecommunications for the target system will be acquired through a competitive procurement process.

Technical Services - These services automate Cadastral, Fire, Engineering, Law Enforcement, and other agency support.

Terminal Emulation - A specified type of terminal, PC, Graphon, PT250, etc..., emulated to access the Prime and Oracle.

Threatened Species - Any animal or place species likely to become endangered within the foreseeable future throughout all or a part of its range. See also Candidate Species and Endangered Species.

DE 1695 **Township** - The township identifies the location, north or south of the base line in which the case land description occurs. Data Element 1695 contains valid township designations. A base line is a line starting at the initial point and extending east and west. Township is the PLSS designation for a tier extending north and south of the base line at 6-mile intervals.

Trespass - An unauthorized use of Federal lands and/or resources.



Tunnel Site - A site located for the development of a vein or lode or for the anticipated discovery of previously unknown veins or lodes. The locator of a tunnel site is given the right to all veins cut by the tunnel within 3,000 feet of its portal, and to 1,500 feet along the length of each blind vein or lode cut. A tunnel site location lapses if not worked for a period of at least six months.

Unlawful Enclosures or Occupancy - Enclosures of public lands made or maintained by any party, association, or corporation without valid claim.

USC - United States Code.

DE 2507

US Rights Code - U.S. rights in title are rights created and/or retained in a deed, patent or other instrument of conveyance. Reservation occurs when the granting clause of the conveyance document operates to exclude a portion of that which would otherwise pass to the grantee by the description in the document and reserves that portion for the United States. Data Element 2507 contains additional information.

Vacant Public Land - Public land that is not reserved, appropriated or set aside for a specific or designated purpose. Such land is not covered by any non-Federal right or claim other than permits, leases, rights-of-way, and unreported mining claims.

Validate - To check and verify a value entered into the System.

Validation Table - Certain fields allow validation of the values entered prior to continuing with your task. A specific table contains valid values for the field.

Visitor Hour - A unit used to measure duration of recreation use. A visitor hour involves the presence of a person on a recreation area or site for the purpose of engaging in recreation activities for either continuous, intermittent or simultaneous periods of time aggregating 60 minutes.

Volume ID - This identification number designates volumes within which a copy of a patent is filed and identified and numbered for a specific general land office (GLO).

Water-based Recreation Activities - (other than boating or fishing) Includes swimming, general water play, waterskiing, ski jumping, platter riding, and other similar activities that occur outside a boat.

Waterfowl Habitat - The total acreage of all wetlands, lakes, ponds and reservoirs on BLM lands. Uplands used for nesting are not included.

Wetlands - Permanently wet or intermittently flooded areas where the water table (fresh, saline or brackish) is at, near or above the soil surface for extended intervals, where hydric wet soil conditions are normally exhibited, and where water depths generally do not exceed two meters. Marshes, shallows, swamps, muskegs, lake bogs and wet meadows are examples of wetlands.

Wildcard - The wildcard character, %, is used in most LOV screens, to query the System without entering a complete name or code, particularly if only a portion of the name is known, e.g., when querying for a particular commodity code for Gypsum, you may use the wildcard character to retrieve all codes with the name gypsum, GYPSUM%.

Wild Free-Roaming Horses and Burros - All unbranded and unclaimed horses and burros using public lands as all or part of their habitat.

Wilderness - An area of undeveloped federal land retaining its primeval character and influence, without permanent improvement or human habitation, that is protected and managed so as to preserve its natural conditions and that (a) generally appears to have been affected primarily by the forces of nature, with the imprint of man's work substantially unnoticeable; (b) has outstanding opportunities for solitude or a primitive and unconfined type of recreation; (c) has at least 5,000 acres of land or is of sufficient size as to make practicable its preservation and use in an unimpaired condition; and, (d) may also contain ecological, geological or other features of scientific, educational, scenic or historical value.

Window - A single code used to identify multiple townships, MTRS, values for entry and query.

Winter Sports - Includes ice skating, skiing (downhill and cross-country), snowshoeing, sledding and tobogganning as well as activities such as snow sculpture and general snow play.

Withdrawal - An action that restricts the disposition of public lands and that holds them for specific public purposes; also, public lands that have been dedicated to public purposes. See Reserved Lands and Revocation.

Woodlands - Forest lands usually supporting open-grown, widely scattered trees of marginal merchantability and generally more valuable for watershed or wildlife protection purposes than for the production of timber for commercial purposes.

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